

WORK MEETING

AGENDA AND STAFF MEMO

HEBER CITY CORPORATION
75 North Main Street
Heber City, Utah
City Council Meeting

May 2, 2013

AMENDED
Work Meeting 6:00 p.m.

DISCUSSION ITEMS

Mark Nelson, Executive Director, Heber Valley Historic Railroad Authority,
Update on the Heber Valley Historic Railroad Authority Operations

Brian Baker, Zions Bank Public Finance, Presentation on Bonding

(Tab A) Discuss Annexation of City Property, formerly known as the Gardner Property

(Tab B) Discuss Local Bidder Preference

Discuss City Logo Committee

(Tab C) Discuss Business Licensing

OTHER ITEMS AS NECESSARY

Ordinance 2006-05 allows Heber City Council Members to participate in meetings via telecommunications media.
--

In accordance with the Americans with Disabilities Act, those needing special accommodations during this meeting or who are non-English speaking should contact Michelle Kellogg at the Heber City Offices (435) 654-0757 at least eight hours prior to the meeting.
--

Posted on April 25, 2013, in the Heber City Municipal Building located at 75 North Main, Wasatch County Building, Wasatch County Community Development Building, Wasatch County Library, on the Heber City Website at www.ci.heber.ut.us, and on the Utah Public Notice Website at <http://pmn.utah.gov>. Notice provided to the Wasatch Wave on April 25, 2013.

Memo

To: Mayor and City Council
From: Mark K. Anderson
Date: 04/25/2013
Re: City Council Agenda Items

WORK MEETING

Mark Nelson, Executive Director, Heber Valley Historic Railroad Authority, Update on the Heber Valley Historic Railroad Authority Operations: After the budget work meeting, I contacted Mark Nelson, Executive Director of the Heber Valley Railroad, about updating the Council on the status of the railroad. Mark has agreed to meet with the Council and answer any questions that they have as they consider the Railroad's request for funding assistance. He indicates that he will cover the following information with the Council:

- Review of current fiscal year income statement
- Review of current calendar year income statement
- Review of outstanding accounts payable balances
- Update on their loan application with the Federal Railroad Authority

Brian Baker, Zions Bank Public Finance, Presentation on Bonding: I have contacted Brian Baker of Zions Bank Public Finance to come meet with the Council to discuss bonding options that City the might consider for a public safety building. I have asked Brian to come prepared to discuss the following with the Council:

- Advantages & disadvantages of placing the issue on the ballot
- What options does the Council have if the ballot measure does not pass
- How does placing the item on the ballot affect the timing of the bond issuance and any needed tax increase
- What is the likelihood of getting funding from CIB – What are the timeframes that we need to be sensitive to if we pursue funding from CIB
- Does it make sense to issue a General Obligation bond if CIB funding is available
- Is now a good time to issue debt

Discuss Annexation of City Property, formerly known as the Gardner Property (Tab A):

Enclosed is a map of the property the City owns south of the Airport. Staff is recommending that the property be annexed into Heber City. The cost of preparing the plat map is approximately \$1,250. The City will also have some expenses to notify affected entities and publish the notices of public hearings that would be held before the annexation could be completed. Staff would recommend that the City proceed with the annexation.

Discuss Local Bidder Preference (Tab B): The Council has asked that staff explore the legality of adopting a policy that would allow the City to accept bids from local vendors if their bid was within a certain percentage of the low bids. Enclosed is a staff report on the matter from Mark Smedley which includes a copy of the policy currently used by Wasatch County. In speaking with Mike Davis, the County allows locals to match or come very close to pricing (for office supplies, etc.) with items on State Contract. For capital items like vehicles, Mike has the discretion given to him to determine if the bid is awarded locally. For construction projects, the County Council would typically award the bids on these types of projects.

If the Council wishes to pursue a similar policy, in addition to Mark Smedley's comments I would recommend that consideration be given to the following:

- Who has the authority to award the bid/approve the purchase
- (e.g. \$5,000)
- That the local preference provision not exceed 5%
- Would this policy apply to all purchases made by the City
- What if the local bid exceeds the budget

In looking at Mark Smedley's staff report, the local preference granted by the State only applies to resident contractors when competing bidders live in States that give preference to their resident contractors.

Discuss City Logo Committee: At the last meeting, the Council recommended that a committee comprised of Tony Kohler, one City Council member and two residents (one with graphic arts experience) be formed to review the logos that were submitted for the City logo contest. It is my understanding that Councilmen McDonald and Patterson expressed interest in participating on this committee but no formal decision was made by the Council. The Council should determine which members of the Council will be on the committee and how, and by whom the other two members would be selected.

DISCUSSION/ ACTION ITEMS

TAB A



Airport (Gardner Property)
2530 South Southfield Road
Heber City, Utah

April 18, 2013



TAB B

MEMORANDUM

TO: Heber City Council and City Manager

FROM: J. Mark Smedley, Heber City Attorney

RE: Preference for local bids

DATE: April 23, 2013

Pursuant to the Council's inquiry regarding awarding project bids to local contractors, it appears legal to do so.

Wasatch County has adopted a limited scope policy with regard to closed bids. The process is effected through its Procurement Code, in Title 2 of the Wasatch County Code.

Said preference portion of the Wasatch Code is drafted broadly, including its definition of a responsive bidder, giving the County open and sole discretion as to when to apply this provision.

Also included in this Memorandum is a provision from the Utah Procurement Code that addresses *preferences for resident contractors*. In that provision, the resident contractor is required to meet the lowest bid. It appears to be a preference, but with a requirement to meet the lowest bid and other conditions.

The scope of the State Code would suggest that it is permissible to extend and apply this preferential treatment policy beyond closed bid circumstances, i.e., to accommodate local suppliers, individuals and local businesses, supplying services or products.

Some considerations and talking points:

1. How will the City define "Local"? Does this mean someone that has a license in Heber, or Wasatch County? Does it mean someone who has employees in Wasatch County or Heber? Is the principal place of business in Heber, Wasatch County, or Summit County? Wasatch County has some definitional provisions outlined below.
2. In the event of a preference to a local bidder, supplier or service provider (*hereinafter referred to as a local contractor*), should that local also be given a higher bid award, or preferential percentage benefit? Wasatch County Code provides for this, the State Procurement Code does not appear to do so.
3. If given, what percentage of benefit should be afforded local contractors?

4. What minimum, threshold standards should be adopted, to which all bids or contractors should adhere to?

5. Are the other bidders or contractors unfairly damaged or prejudiced by the award to a local contractor?

6. What limits, if any, would the City impose upon the local contractors to counterbalance the benefit offered to said local contractor, to safeguard the financial interests of Heber Citizens? What is a reasonable edge that the community can tolerate?

7. A disclaimer provision should be included stating that all such processes be consistent and not in conflict with local, state or federal rules and laws, especially including but not limited to the State Procurement rules, laws and regulations.

Wasatch County Code:

General 3.05.08: PROCEDURES FOR SOLICITATION AND AWARD OF PURCHASE OR CONTRACT:

K. Preference For Local Businesses: It is the policy of the county to support local businesses in an effort to support the county's economy and tax base. At the sole discretion of the county, a local business may be given local preference and may be deemed to be the lowest responsive and responsible bidder, or where appropriate, the highest responsive and responsible bidder* as set forth in section 3.05.01 of this chapter, and the local business' bid is within five percent (5%) of the lowest responsive and responsible bidder, or, where appropriate, within five percent (5%) of the highest responsive and responsible bidder. For purposes of this section only, a "local business" is defined as a business having:

1. A commercial office, store, distribution center or other place of business located within the boundaries of the county, with an intent to remain on a permanent basis;
2. A current business license within the county; and
3. At least one employee physically present at the local commercial office, store, distribution center or other place of business. (2002 Code § 3.05.08; amd. Ord. 09-02, 1-29-2009)

*3.05.01 RESPONSIBLE BIDDER: A bidder whose reputation, past performance and business and financial capabilities are such that the bidder would be judged by appropriate authority to be capable of satisfying the county's needs for a specific purchase order or contract.

2006 Utah Code - 63-56-405 — Preference for resident contractors.

63-56-405. Preference for resident contractors.

(1) As used in this section, "resident contractor" means a person, partnership, corporation, or other business entity that:

(a) either has its principal place of business in Utah or that employs workers who are residents of this state when available; and

(b) was transacting business on the date when bids for the public contract were first solicited.

(2) (a) When awarding contracts for construction, a public procurement unit shall grant a resident contractor a reciprocal preference as against a nonresident contractor from any state that gives or requires a preference to contractors from that state.

(b) The amount of the reciprocal preference shall be equal to the amount of the preference applied by the state of the nonresident contractor.

(3) (a) The bidder shall certify on the bid that he qualifies as a resident contractor.

(b) The reciprocal preference is waived if that certification does not appear on the bid.

(4) (a) If the contractor submitting the lowest responsive and responsible bid is not a resident contractor and has his principal place of business in any state that gives or requires a preference to contractors from that state, and if a resident contractor has also submitted a responsive and responsible bid, and, with the benefit of the reciprocal preference, the resident contractor's bid is equal to or less than the original lowest bid, the procurement officer shall:

(i) give notice to the resident contractor that he qualifies as a preferred resident contractor; and

(ii) issue the contract to the resident contractor if, within 72 hours after notification to him that he is a preferred resident contractor, he agrees, in writing, to meet the low bid.

(b) The procurement officer shall include the exact price submitted by the lowest bidder in the notice he submits to the preferred resident contractor.

(c) The procurement officer may not enter into a contract with any other bidder for the construction until 72 hours have elapsed after notification to the preferred resident contractor.

(5) (a) If there is more than one preferred resident contractor, the procurement officer shall award the contract to the willing preferred resident contractor who was the lowest preferred resident contractor originally.

(b) If there were two or more equally low preferred resident contractors, the procurement officer shall comply with the rules adopted by the Procurement Policy Board to determine which bidder should be awarded the contract.

(6) The provisions of this section do not apply if application of this section might jeopardize the receipt of federal funds.

Renumbered and Amended by Chapter 25, 2005 General Session

TAB C

Mark K Anderson

From: Erik Rowland [kire23@gmail.com]
Sent: Friday, April 26, 2013 10:43 AM
To: Mark Anderson; David Phillips
Subject: Upcoming City Council

My bad in not getting this too you sooner but I'd like to add an item to the agenda for our next work meeting. Please feel free to include the following in the packet. Or if you'd prefer something more "professional" just let me know.

I'd like to begin discussing what we can do to improve the business licensing process. After speaking with a number of business owners, it seems the issue isn't so much the cost of the license - granted many have asked why it's as high as it is. But rather why does it have to be so complicated and invasive. I've had examples described to me about Orem, Provo, Ogden, etc stating how their business licensing process is substantially easier. Now I haven't had a chance to confirm this in person but if it's true, then I think we should ask ourselves, why can't we do the same?

Last Tuesday five business owners sat with me to discuss this issue. They said, "The application process is the fundamental reason why Heber has a reputation of not being business friendly." They gave example after example of people they've personally known who chose to do business elsewhere once they began the licensing process.

So after these recent discussions as well as numerous others, I'd feel I've identified three fundamental areas we should focus our attention on:

- More Appropriate Fee Structure
- A Simplified, Easier to Use Applications and Renewals Process
- Appropriate Use of Inspections and Code Enforcement Procedures

1) More Appropriate Fee Structure:

I see this as two approaches. The first is asking ourselves, what type of business licensing model has been adopted by the city and two, once we've defined our business licensing model, do adjustments need to be made?

It appears that according to Utah legislation, as of 1996, there are three types of licensing models allowed:

- a) Licensing for revenue for the purpose of covering the costs of providing disproportionate services.
- b) Licensing for revenue for the purpose of covering the costs of enhanced levels of service.
- c) Licensing for regulation purposes only.

The first two require a study as well as a city ordinance in order to adopt. The study would have to define first that disproportionate or enhanced services are actually being provided. Then it would define the amount of revenue needed to be raised to cover those services. Apparently without the study, the ordinance would not survive a court challenge.

The third type would require the license to be uniform to class of business and the fee amount must be rationally related to the actual cost of regulating the business. So things like the cost to process the paperwork, fire inspections, etc could all legitimately be passed on to the business. However under this model, if it's ever questioned that the business licensing is becoming a profit center, it could be challenged.

Now I have no idea which model we fall under. After looking at our consolidated fee schedule, it appears we might be a little of both. If we have passed an ordinance that allows one of the first two types of licensing models, then it contradicts what some have said in that we are only passing along costs. That explanation implies we are charging fees for regulation purposes only. If so, then we may need to look at why different types of businesses are being charged different amounts.

For example, the Fire Inspection Fee is the same for everyone - \$60.

The Application Filing Fee is the same for everyone - \$30. However we charge a business engaged in "Mining and Quarry" \$33 but "Construction Related Activities" \$60. Another example, would be "Wholesale Trade"

is charged \$40 but "Retail Trade" \$110. Perhaps the one that stands out most is what we charge for "Eating and Drinking Places" \$175. This is well above what we charge everyone else. That is other than Pawn Brokers, which apparently we're allowed to charge more due to state statute. However restaurants do not fall under that category. If our justification is because they have a larger impact on public works (sewer, water, etc), then aren't those fees already covered through impact fees? I think this is also why many cities have moved to a model where they charge a base fee per employee hired regardless of business type.

Now, if we have passed an ordinance, we may have created a sticky situation with the passage of the Utility fees. Apparently because we've separated out one of the services that has traditionally been covered by what the state recognizes as a cost that is eligible to be recovered through business licensing, we may have to consider lowering business licensing fees. In other words, the only services the state defines that fall under disproportionate or enhanced services include:

- police
- fire
- storm water runoff
- traffic control
- parking
- transportation
- beautification
- snow removal

I worry that we've created a situation where a business could legitimately challenge our fees. They could argue that because we've created a new Utility fee to specifically cover storm water runoff, our business licensing fees should be lowered. This is because we can no longer justify this service as a fee covered by our business licensing. Or they could argue they are exempt from paying Utility fees since those services are already covered by their business license.

Now once we've defined our business licensing model, do adjustments need to be made? It's my understanding it's been many years since we've looked at this. I would suspect that with the amount of growth since the last time this was analyzed it's due time this was looked at again. I feel we need to make sure the costs we're passing along to the business are justified and truly reflective of our actual costs.

Also keep in mind these rules also apply to renewals. I believe this is why it's common to find renewals do not cost as much as new applications with other cities. I am "not" suggesting our fees should be cut in half for renewals. I am suggesting that unless we are really doing a fire inspection "every" year for "every" business, then maybe we shouldn't include the fire inspection fee with a renewal. Or if it takes us less time to file a renewal as it does to set-up a new business, then maybe we shouldn't be charging the same \$30 fee filing fee.

2) A More Simplified, Easier to Use Applications and Renewals:

So far it's been universal with every business I've spoken with. They hate the application and what it's asking for. Even though much of what we're asking for is justified and needed, the fact of the matter is we are failing when it comes to explaining why we ask what we ask. We should never be losing a business because they don't like our application or because they don't understand why we need to ask for certain types of information. The fact of the matter is, they are going to have to provide pretty much the same information with other municipalities. So why are they so angry with us? Is it our approach? Is it how the form is laid out? I know from years of personal experience in dealing with gathering business related information, easy to use forms, good explanations and rationalizations go a "very" long way.

Here are the most common complaints:

a) Everything they need should be accessible online. Granted one can download our business application online however it's a very poor quality copy. It appears to be a poorly scanned typed copy that was converted to a PDF. I've downloaded dozens of other cities applications and it's clear they've taken the time to provide clear, legible forms designed for the internet. Some can even be filled out on your computer and then printed. I'm not suggesting they fill out an application online, only that our application we allow to be downloaded is really bad. Because the business application is often the first time a person or entity is dealing directly with the city, this is a great opportunity to really establish a great first impression. Right now, it appears they are a second thought and we truly don't care if they do business in Heber or not.

If we improved our online application forms, we could also provide explanations as to why we need to collect EIN numbers or Sales Tax Numbers right next to the fields that are asking it. Easy to read explanations go a very long way.

b) It appears to be very popular to allow for renewal payments online. Many business have complained about not being able to do this. They feel to renew their business license shouldn't take more than a few minutes. This brings up a much larger discussion about allowing for any city related fee to be paid for online. If this requires amending the budget we're about to present to allow for development of this service, we should do so. It's time we embraced technology and provided this service.

c) Are all the fields on the application absolutely necessary? For example, why do we ask for information on not only the president, but also the registered agent as well as local manager, etc. Other applications only ask for the name of the business owner and the name of the property owner... that's it. Take Ogden's, it's simple, very easy to read and only 1 page. We should only be asking for the bare minimum required to do what we need to do as a city. If other cities can do with less, why can't we?

3) Appropriate Use of Inspections and Code Enforcement Procedures:

Now I'm probably the one most at fault for this since I pushed for a code compliance officer. Being said, my hope was this person would focus on neighborhoods as much as they focus on businesses. However it appears that isn't the case. At least not with the amount of complaints from businesses owners vs. home owners I'm getting. We seem to be earning a gestapo type reputation when it comes to dealing with businesses. This is very frustrating since it only reenforces our ongoing reputation of being difficult to do business in Heber. What can be done to lighten what many are saying is a very heavy hand? Is it our approach? Do we need to provide some customer support training?

Next, it appears we are attracting more businesses that deal with executive offices that can be rented or leased. It makes no sense to me why each individual business would require a full fire inspection?

Not when the fire marshal could once a year do a walk through of the entire facility in under 20 mins and check everything, including all

20 or so businesses. Reason being, most of what the fire marshal checks for are items completely out of the lessee's control. Things like outdated fire extinguishers, placement of fire extinguisher, electrical panels, obstruction to sprinkler heads, obstruction to exits, proper mechanical installation, etc. All of which are already covered under the building owners fire inspection. To have the fire marshal come out to inspect one room the size of a bedroom and charge the same amount for a full building inspection just doesn't add up.

Thanks Mark. Let me know if you have any questions.

Erik

**HEBER CITY CORPORATION
BUSINESS LICENSE DIVISION**
75 North Main, Heber City, Utah 84032
(435) 654-4830



**COMMERCIAL
BUSINESS LICENSE APPLICATION**

- Change of: ☐ Address ☐ Ownership
or ☐ New Business

Date of Application	_____
NAICS Code	_____ License # _____
Business Type	_____
License Fee	_____
Bond	_____ Type _____
Fire	_____ Building _____
Alcohol License Fee	_____
Renewal received	_____
Late Fee	_____ Receipt # _____
Total	_____

A. Business Name _____
Has the name been registered previously with the State of Utah, Department of Commerce? ☐ Yes ☐ No Entity No. _____
Proposed local business address _____
Suite or space no. _____ Business Phone _____ Fax Number _____ Message Phone _____
email address _____ Mailing Address _____

B. Ownership Type: ☐ Corporation ☐ Partnership ☐ Proprietorship ☐ LLC
Entity Ownership Name _____
(Attach a copy of Certificate of Incorporation)

C. Information on: ☐ President ☐ General Partner ☐ Sole Proprietor
Name _____ Home Phone _____
Home Address _____
(Street Number) (City) (State) (Zip)
Date of Birth _____ Drivers License Number _____
Corporate Title _____
☐ U.S. Citizen ☐ Valid U.S. Work Authorization _____
(This information is required on all parties in a partnership - attach additional sheets if necessary)

D. Information on: ☐ Registered Agent
Name _____ Home Phone _____
Home Address _____
(Street Number) (City) (State) (Zip)

E. Information on: ☐ Local Manager ☐ Partner ☐ Representative Responsible for Business
Name _____ Home Phone _____
Home Address _____
(Street Number) (City) (State) (Zip)
Drivers License Number _____ Date of Birth _____

A Bureau of Criminal Identification criminal background check may be required for each owner/officer and local manager as part of the application approval process

F. Give a detailed description of all anticipated business operations: _____

(Attach additional sheets if necessary)

Check if any of the following apply:

- ☐ Sexually Oriented Business ☐ Sell/Consumption of Alcohol ☐ Pawn

G: State and Federal Licensing Information:

Federal Tax No. _____ Utah State Tax Withholding No. _____
Utah State Sales Tax No. _____
State License (if any) _____ No. _____ Expires _____
(Attach a copy of Certificate)
Federal License (if any) _____ No. _____ Expires _____
(Attach a copy of Certificate)

H: Zoning Information:

Has the City of Heber ever licensed the applicant(s)/owner(s)? _____ if yes, when? _____
if yes, under what business name(s)? _____
How many on-site parking spaces are available for your business? _____
Number of anticipated employees _____ Project Opening Date _____
Do you plan to have signs or inflatables? ☐ Yes ☐ No *If you are planning to have a sign, Heber City requires a sign permit.*
Building Owner's Name _____
Building Owner's Address _____

I. Verification of Accuracy - Acknowledgment of Responsibility

Under penalty of perjury, I hereby certify that the information provided for this entire application is complete and accurate. I further certify that updated information will be provided in writing or on a new application, as required, to Heber City Corporation Business License Department within 30 days of any change to the business, name, organization, or location. I hereby acknowledge that my business address and business phone number are public information and may be posted on the Heber City website. I hereby acknowledge that illegal or fraudulent business practices are grounds for revocation of the business license. This form is an application for a business license. The receipt for payment of license fees thereof does not constitute being approved to operate a business. The actual license will be issued only when all inspections are completed and signed off by the various departments and approval is given by the Business License Office. Heber City shall not be held responsible for delays in processing an incomplete application, or for property improvements and other business expenditures occurring before the license applicant receives final approval. To open and/or operate a business without final approval is a Class "B" misdemeanor and is subject up to a \$1,000 fine and/or a six month jail sentence. It is the responsibility of the licensee to be familiar with the ordinance under which the license is applied for. All application of business license are to be renewed yearly. Businesses applying for a license for the first time will be required to have a fire inspection at a cost of \$30.00. All signage must have a permit through the Building and Zoning and must be consistent with the Sign Ordinance. A licensed contractor must install signs valued over \$500. There may also be other required fees and inspections from the Building Department. The application and fees provided for herein shall be due and payable on the 1st of January of each year, or before commencing a new business, trade, service, or profession. All license fees paid after January 31st shall thereafter be considered delinquent and shall be subject to a 50% penalty. Any fees not paid by March 1st will be grounds for Business License revocation. Failure to receive a renewal notice does not excuse this responsibility.

Authorized Business Owner

Date

Below this line is for office use only

☐ Police Department

☐ Public Works/Engineering

☐ State Child Care Licensing

☐ Building Department

☐ Wasatch County Health Department

REVIEWER COMMENTS:

☐ Approved ☐ Denied Date _____ Business License Administrator _____

☐ Approved ☐ Denied Date _____ Fire Marshall _____

☐ Approved ☐ Denied Date _____ Zoning Administrator _____

Comments: _____

Information for New Businesses

1

The following pages should answer your questions as to how the Business Licensing Process works at Heber City, and;

2

Provide information to resources for satisfying state licensing requirements, financing and assistance.



**HEBER CITY CORPORATION
BUSINESS LICENSE DIVISION**
75 North Main, Heber City, Utah 84032
(435) 654-4830

Commercial Business Licensing Requirements

If the proposed business is new or the location is new, you should contact the Zoning Administrator and Building Inspector prior to submitting the application to determine compliance with the zoning ordinance and building codes for your proposed business and location.

This packet of forms is for businesses that are non-residential. Complete the application in its entirety. Please answer all questions and sign the application. Compliance with pertinent Local, State and Federal statute, and other regulatory code, is required to acquire and maintain a license in the City of Heber City. The Business License Division is open to the public from 7:30 a.m. to 6:00 p.m., Monday – Thursday, except on legal holidays. You may call 435-654-4830 with questions or for assistance. **(Allow 2-4 weeks for the entire normal process – plan ahead!)**



located at www.business.utah.gov/ has been available since August 5, 2003. At this website you will be able to register your business online with the *Internal Revenue Service, the Utah State Tax Commission, the Utah Labor Commission, the Utah Department of Commerce, the Utah Department of Workforce Services and the Utah Department of Environmental Quality* and once completed you will receive all of the necessary licenses and ID numbers which can be downloaded onto a **CONFIRMATION PAGE** for our office. Before beginning the registration process, please review the [list on the homepage of who can use the online system](#) and the information you will need to get started.



Other Agencies / Authorities you may need to contact:

Wasatch County Health Dept.	435-657-3264
Utah Department of Professional Licensing	801-530-6628
Utah Alcohol Beverage Control	801-977-6800
Utah Dept. of Agriculture	801-538-7124
Day Care Licensing	801-538-9299

Your Business License Fees are determined by the type of business you have. (Please see the following page for the Fee Schedule)

Attach verification that your business is registered with the Utah State Department of Commerce.
160 East 300 South www.commerce.state.ut.us
Salt Lake City, UT 84101 Phone: (801) 530-4849 or (877) 526-3994
Fax: (801) 530-6438

Attach verification of current Utah State Sales Tax number from the Utah State Tax Commission if applicable. Businesses which have employees and certain business structures must also obtain a Utah State Tax Withholding number, if applicable please attach verification from the Utah State Tax Commission.

Attach verification of Federal Employer Identification Number (FEIN) if applicable. Businesses must obtain a Federal Employer Identification Number (FEIN) unless owned by a sole proprietor with no employees. To file SS-4 Form or to contact:

Attn: EIN Operations Tele-TIN: TOLL FREE (800) 829-4933

Philadelphia, PA 19255 Fax-TIN: (215) 516-3990

All businesses are subject to approval by Planning & Zoning, Building Official, and the Fire Inspector before a license is issued or before operation can begin and may be subject to approval by the Health and Police Departments if applicable. Fire Inspections will not be conducted until the site is entirely set up for business.

A criminal background check will be required for all applicants dealing with alcohol, child daycare, motorized street vending, transient and temporary sales. Please contact the following to obtain your criminal background report:

Bureau of Criminal Identification

2888 West 5400 South Salt Lake City, UT 84114-8246

801-965-4445

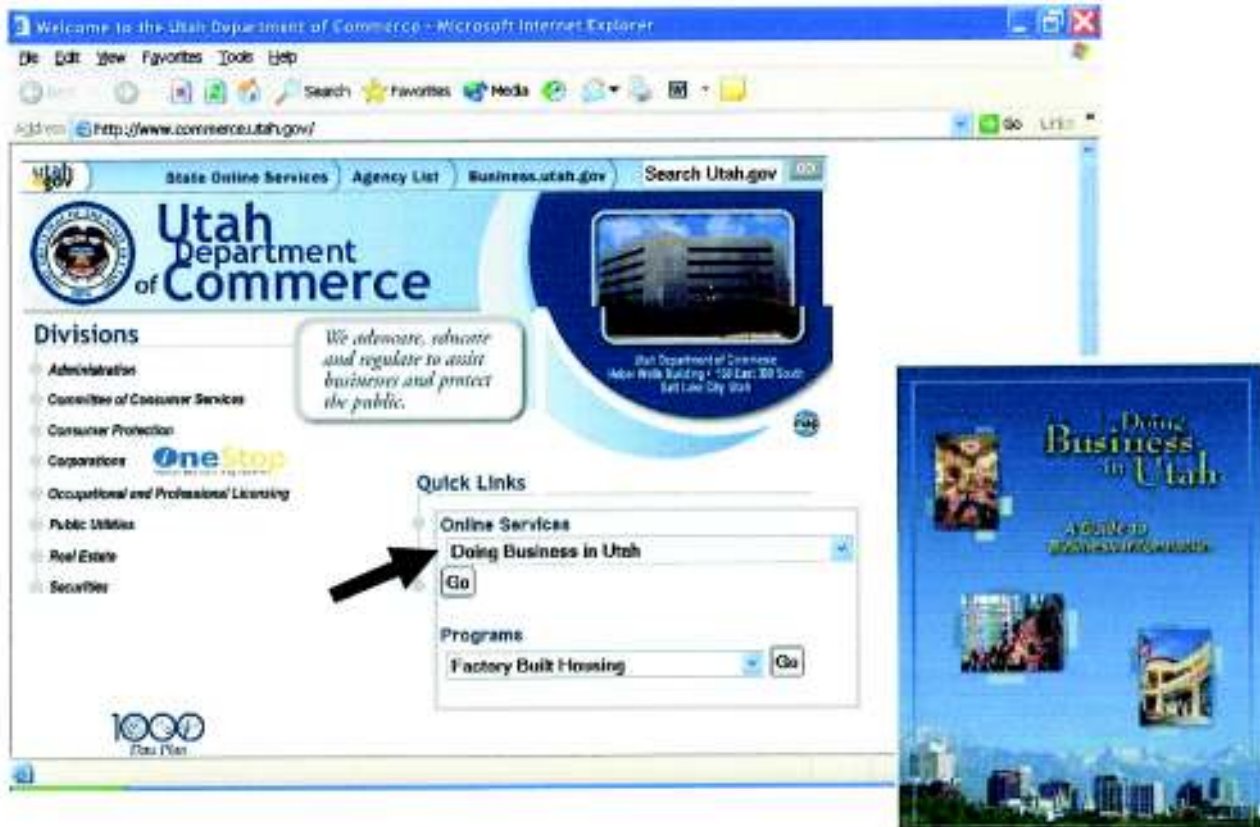
www.bci.utah.gov

Attach verification of your professional license if you are a Doctor, Dentist, Cosmetologist, Massage Therapist, Construction Contractor or any other profession or occupation which is subject to professional/occupational licensure. (see page 6-9 in the "Doing Business in Utah" Book at <http://tax.utah.gov/forms/pubs/pub-38.pdf> for a list of professions and occupations which require licenses)

Application fees, review requirements and processing time will vary by classification (allow at least two weeks). It is necessary for you to provide complete and accurate information on both sides of the business license application in order for us to process your form. If the application is missing any information or is submitted with incorrect fees it will be returned and processing time will be therefore delayed.

Business License Fees			
Description	Business License Fee	Fire Inspection	Total charge per business
Agricultural Services	\$33.00	\$30.00	\$63.00
Fishing, Hunting and Trapping	\$33.00	\$30.00	\$63.00
Mining and Quarrying	\$33.00	\$30.00	\$63.00
Construction Related Activities	\$60.00	\$30.00	\$90.00
Manufacturing Activities	\$110.00	\$30.00	\$140.00
Transportation, Communication and Utilities	\$90.00	\$30.00	\$120.00
Wholesale Trade	\$40.00	\$30.00	\$70.00
Retail Trade	\$110.00	\$30.00	\$140.00
Eating and Drinking Places	\$175.00	\$30.00	\$205.00
Pawn Brokers	\$333.00	\$30.00	\$363.00
Transient Merchants	\$200.00	\$30.00	\$230.00
Finance, Insurance and Real Estate	\$60.00	\$30.00	\$90.00
Services	\$80.00	\$30.00	\$110.00
Seasonal	\$55.00	\$30.00	\$200.00/Fireworks varies
Alcohol Fees are separate. Fees will be assessed at time of licensing.			

Information to Obtain the “Doing Business In Utah” Book



This book is a reference which outlines most of the basic, state, federal, and local requirements for starting a business in Utah, and contains information on assistance available through local agencies and organizations.

Website for the Department of Commerce is: <http://www.commerce.utah.gov/>

Directions:

Go to: <http://www.commerce.utah.gov/>

Under Quick Links click the down chevron and choose “Doing Business In Utah”
Click the “Go” button or press enter on your keyboard

FIRE INSPECTION REQUIREMENTS

The following items are required to be corrected / installed prior to a fire inspection to obtain a commercial business license. Please call the Planning/Building/Business Licensing Office at 435-654-4830 to schedule a fire inspection once your business site is entirely set up for business.

- ★ Fire extinguishers are required in all businesses. A minimum, 5-lb. Fire extinguisher with a 2A:10BC rating or classification is required in most businesses. The fire extinguisher must be hung no higher than 5 feet from the top of the extinguisher to the floor and a minimum of 4 inches off the floor. These are to be serviced and tagged by a licensed contractor, even if it is new. A fire extinguisher is required for every 75 feet of travel distance.
- ★ The use of extension cords for permanent power sources are prohibited. The use of the power strip with a circuit breaker protection is allowed as long as the appliances being powered to not overload the electrical strip.
- ★ All electrical outlets, light switches junction boxes and other related electrical wiring must have all cover plates on and be in good working condition.
- ★ Storage of combustible items is not allowed in furnace rooms, mechanical rooms, or electrical rooms.
- ★ All electrical circuit breakers are required to be labeled in a manner that will indicate where and what the breaker services.
- ★ All blank spaces within an electrical panel must be covered with a cover plate or a blank circuit breaker.
- ★ The facility's address must be placed on the building in such a position as to be plainly visible and legible from the street or road fronting the property.
- ★ An evacuation plan must be developed and available at the time of inspection.
- ★ All exit signs (required if more than one exit) must be working and have a battery backup system or self-luminous (i.e. Atomic or nuclear powered).

We will inspect the business a day or two prior to opening or on the day of opening. All items listed above must be completed prior to an inspection. If there are questions regarding what is needed, please feel free to contact Gary Carlile at 654-4830.

04/29/2013

BUSINESS LICENSE RENEWAL

Whimsy Lane at Flower Girls
Accessories
164 South 400 West
Heber City UT 84032

Dear Business Owner:

Business License renewals for 2013 business year are due. The following is the current information we have on your business. If this information is correct, please sign on the line indicated and return this application to our office with your payment. If any of the information is incorrect or is blank, please make corrections to this application and sign on the line indicated before returning.

If you are no longer in business, please sign on the line indicated and return this copy of the application to our office. If you have changed the location, ownership or business name, you are required to come to the Heber City Business License Department and complete a new application.

Business Name: Whimsy Lane at Flower Girls Accessories

Acct #: 218150

Business Address: 55 East Center Street Suite 190

Business Phone: 435-671-7700

Mailing Address: 164 South 400 West

State Tax ID: 10385560-003STC

Mailing City, State, Zip: Heber City UT 84032

Owner Name: Bonner, Candie

Owner Address: 164 South 400 West

Owner Phone: 435-671-7700

Owner City, State, Zip: Heber City UT 84032

Manager Name:

Manager Address:

Manager Phone:

Please mark the categories your business includes. Specify where needed,

Retail(Specify): _____ Service(Specify): _____ Contractor: _____ Daycare: _____ Health Related: _____

S.O.B: _____ Food &/or drink: _____ Fuel: _____ Alcohol: _____ State License required (specify): _____

Tattoo/permanent makeup: _____ Other: _____

The information above is correct. I wish to renew my license for the year 2013. Signature: _____

I wish to renew my license; however, please make the corrections as indicated. Signature: _____

I am no longer doing business in Heber City. Signature: _____

Total License Fee Due: \$0.00

LICENSE FEES ARE DUE NO LATER THAN 12/31/2012. If payment is received after 12/31/2012 a 25% penalty will be assessed. Any business that has not renewed their license by March 31, 2013 will receive a 50% penalty and will have grounds for license revocation.

If you have any questions please feel free to contact me at the Heber City Offices at (435) 654-4830.

Thank you,
HEBER CITY CORPORATION

Suzanne Hansen, CBLO
Business License Administrator

Business License Fees

Before 1997, a Utah municipality had the authority to license businesses for both revenue and regulatory purposes.¹ A revenue purpose is the raising of money for the general fund of the city. A regulatory purpose is the control of where, when, and how a business operates.

The Utah courts upheld this licensing authority. Examples of cases supporting Utah municipalities include *Davis v. Ogden City*, 215 P.2d 616 (Utah 1950), which upheld the City's right to license attorneys, and *Little America Hotel Corp. v. Salt Lake City*, 785 P.2d 1106 (Utah 1989), which upheld Salt Lake City's 1 percent room tax on the rental of hotel rooms.

The courts did not always side with the municipality. The courts struck down ordinances that discriminated between people engaged in the same businesses or ordinances that had fees that differed for substantially the same businesses. These decisions were based on the theory that it was a violation of equal protection the law under the state and federal constitutions. The fees had to be applied equally to all persons of a given class and be uniform and equal.

Various business licensing schemes were adopted by Utah municipalities including flat fees by class of business, fees based on the number of employees, fees based on the size of the business, and fees based on the gross receipts of the business. Since the municipality had authority to license for both revenue and regulation, there was no required link between the amount of the fee charged to the services supplied by the municipality to the business, or the burden created by the business on the municipality. All this changed in 1996.

A few municipalities had adopted a gross receipts business licensing scheme that appeared and was applied like a sales tax. Moab City was probably the most aggressive in this approach. The revenue from its business licenses was sufficient for the city to not have a local property tax levy. The gross receipts business license fee aroused the anger of the Utah Tax Payers Association and, therefore, the Utah Legislature. Once the legislature became aware of the municipalities broad power and discretion in business licenses, it determined to take the power and discretion away. In 1996, the legislature amended the Utah municipal code to create a "mother may I" system of revenue licensing. The state law is intended to limit a municipality's ability to license for revenue purposes to only those specific businesses or class of businesses allowed by the state legislature.

The state law specifically allows licensing for revenue purposes to certain parking services businesses, to a public assembly facility, to a business that causes a disproportionate cost of municipal services, to a business for which a city provides

¹ The enabling act was Utah Code 10-1-203.

enhanced levels of services,² to certain energy utility companies,³ to telephone utility companies,⁴ and hotel/motels.⁵ Each of these allowed revenue sources has its own special rules and definitions.

If a city or town is going to license for revenue purposes under the disproportionate services or enhanced level of services rubric, then it must do so by ordinance. The ordinance to justify a disproportionate cost of services must define what constitutes disproportionate costs and what "amounts are reasonably related to the costs of the municipal services provided by the municipality."⁶

If a city or town is going to license for revenue purposes for enhanced level of services, the ordinance must define what is the base level of service and what amounts are reasonably related to the cost of providing the business for the enhanced level of services.⁷

Obviously, both the disproportionate costs and enhanced services ordinance require a study to generate the information to support the need and amount of the revenue to be raised by these ordinances. If a city or town enacts these ordinances without the underlying supporting data, the ordinances will not survive a court challenge.

Municipal services for both these types of business licensing ordinances are defined as including police, fire, storm water runoff, traffic control, parking, transportation, beautification, or snow removal.⁸

The energy utility companies can be taxed through the energy sales and use tax or under a franchise agreement. Cities can charge the telephone utilities a fee either through a business license ordinance or a franchise agreement. In either case, the limit on the tax or fee is 6 percent of the delivered value of the taxable energy⁹ for energy companies and 3.5 percent of the gross revenue of the telephone utility. Gross revenue for telephone utilities does not include private line services, long distance charges, carrier access services, and non-regulated telephone services.¹⁰ Both of these taxes require the passage of a specific ordinance. Model ordinances enacting these taxes can be obtained through the Utah League of Cities and Towns.

The hotel/motel business license fee has been changed to a local option 1 percent transient room tax. It is a tax on room rents for short term (less than 30 days) rentals. This is enacted by ordinance and can be collected either by the city or town itself or through the Utah State Tax Commission at the city or town's option. A special provision allows an additional 1/2 percent transient room tax for a city or town which had a

² Utah Code 10-1-203 as amended.

³ This is called the energy sales and use tax as authorized by Utah Code 10-1-301 et seq.

⁴ Utah Code 10-1-401 et seq.

⁵ Utah Code 59-12-351.

⁶ Utah Code 10-1-203(5)(c).

⁷ Utah Code 10-1-203(5)(d).

⁸ Utah Code 10-1-203(5)(b).

⁹ Utah Code 10-1-304.

¹⁰ Utah Code 10-1-402(10).

business license gross receipts tax on transient rooms before January 1, 1996, and had pledged the proceeds of that tax to bond repayment.

A city or town may still have business licenses for regulation purposes only. These licenses must be uniform as to class of business, and the fee amount must be rationally related to the actual costs of regulating the business. These costs may include things such as the paper work cost of processing the license and safety and fire inspection. These types of regulatory licenses should not be a profit center for the municipality and, if they are, would be subject to challenge.

Special rules apply to the licensing of apartment complexes. These include limitations on a municipalities' ability to require inspections of apartments (for a fee) before they are rented and limitations on the amount of the fee that can be charged and requirements to implement a good landlord program.¹¹ Of course a study is required to implement any such fee and an actual ordinance is required. There are certain provisions that do not apply if the city or town had already adopted its apartment ordinance before May 2, 2005, and it does not raise its fee.

¹¹ Utah Code 10-1-203(5)(e).



HEBER CITY CORPORATION
Business License Department

75 North Main, Heber City, UT 84032

Phone (435) 654-4830 Fax (435) 657-2543

Business License Application

OFFICE USE ONLY

Date Issued _____
Permit No. _____
Receipt No. _____
NAICS Code _____
Permit Fee _____
Inspection Fee _____
Application fee _____
Total _____

All applications require a \$30.00 non-refundable application processing fee. The submittal of this application DOES NOT constitute a valid business license. A separate business license will be issued once the application has been approved. Under the City Code, additional license applications are required for some business types

Section I: Business Information

Business Name:

Doing Business as: (DBA)

Business Location: Street address City State Zip

Mailing Address: Street address/ Po Box City State Zip

E-mail Address:

Business Phone: Business Fax: Cell Phone:

Entity Number: Sales Tax # Federal Id #

Professional License # Driver License# State:

Previous Business Name: ☐ Not applicable

Previous Business Location: ☐ Not Applicable

Section II: Ownership & contacts

Owner Name: First Middle Last

Owner Address: Street City State Zip

Owner Mailing address: Street or PO Box City State Zip

Owner Phone: Owner cell phone: Owner Fax:

Ownership Type ☐ Corporation ☐ Partnership ☐ Proprietorship ☐ LLC

Are you a US Citizen? ☐ Yes ☐ No ☐ Valid US Work Authorization Certificate # (must provide

Co-Owner Name: First Middle Last

Co-Owner Address: Street City State Zip

Co-Owner Mailing address: Street or PO Box City State Zip

Are you a US citizen? ☐ Yes ☐ No ☐ Valid US Work Authorization Certificate # (must provide a copy)

Manager Name: First Middle Last

Manager Address:

Manager Phone:

Contact Role (mark all that apply)

- ☐ Application Contact
- ☐ Ownership
- ☐ Agent
- ☐ Local Manager
- ☐ After Hours
- ☐ Emergency contact
- ☐ Licensing Representative
- ☐ Other Officer or Employee

Contact Role (mark all that apply)

- ☐ Application Contact
- ☐ Ownership
- ☐ Agent
- ☐ Local Manager
- ☐ After Hours
- ☐ Emergency Rep.
- ☐ Accounting
- ☐ Other Officer or Employee

Section III: Business Description;

Type of operation (mark all that apply)

<input type="checkbox"/> Retail sales (on site)	<input type="checkbox"/> Construction	<input type="checkbox"/> Fresh Food (prepared on site)	<input type="checkbox"/> Service
<input type="checkbox"/> Retail sales(rarely on site)	<input type="checkbox"/> Cosmetology	<input type="checkbox"/> Restaurant	<input type="checkbox"/> Professional Service
<input type="checkbox"/> Hotel/motel	<input type="checkbox"/> Bed & Breakfast	<input type="checkbox"/> Day Care/Preschool	<input type="checkbox"/> Transportation
<input type="checkbox"/> Alcohol (off premise)	<input type="checkbox"/> Alcohol (On premise)	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Sexually Oriented Business
<input type="checkbox"/> Pawn Broker/second Hand Dealer	<input type="checkbox"/> Guns &/or ammunition	<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Detailed Description of all anticipated business operation (Be specific as to the use of the business location, storage of material, , etc)

Building / Plaza Name:

Will this building require any structural, electrical,, mechanical or plumbing changes? ☐ Yes ☐ No

If Yes, explain, (Building permit may be required)

Does this business include any of the following? (check all that are applicable)

<input type="checkbox"/> Constructing a new sign(Sign permit required)	<input type="checkbox"/> Vending Machines –on site	<input type="checkbox"/> Electrical, plumbing, structural or mechanical changes to the site
<input type="checkbox"/> Changing an existing sign(sign permit required)	<input type="checkbox"/> On site secondary business	<input type="checkbox"/> Discharge that goes anywhere other than sanitary sewer
<input type="checkbox"/> Use of city right of way (ie. sidewalk)	<input type="checkbox"/> On site events (ie. Community party, parking lot/sidewalk sales)	<input type="checkbox"/> Door to door sales(separate permit required)
<input type="checkbox"/> Live entertainment on site	<input type="checkbox"/> Hazardous materials use and/or storage	<input type="checkbox"/> Sexually oriented paraphernalia
<input type="checkbox"/> Fireworks sales on site	<input type="checkbox"/> Changes to existing garbage service	<input type="checkbox"/> Tobacco Sales

Section IV: Notifications and Verification of Authority

- 1) **Mandatory review process:** This application does not constitute a business license. All applications are subject to the review process mandated by Title 5 of the Municipal City Code. Incomplete applications will not be processed. Decisions on applications will take 15 business days (minimum), and are based on:
 - a) The information provided on the application materials, and
 - b) Reviews inspections performed, as required
- 2) **Additional requirements:** Under the Heber City Municipal Code, additional Business License application requirements are necessary for some business types.
- 3) **Denial of License:** Applications denied, suspended or revoked are most often the result of
 - a) An inaccurate or incomplete application.
- 4) **Other Regulatory bodies:** It is the applicants' responsibility to determine and comply with any requirements from other regulatory agencies.
- 5) **Signage:** Permanent signs require a separate Sign Permit Application which is determined by the Planning & Zoning Department (435) 654-4830.
- 6) **Building Alterations:** All alterations to buildings or spaces, including electrical, plumbing, and mechanical alterations, require a separate Building Permit and compliance inspection as established by the Heber City Municipal Code. Building Permits are issued by the Building Department (435)654-6330.
- 7) **Officer Background Checks:** All applicants whose business involves daycare, preschool, housekeeping, bookkeeping, and transportation are required to submit a background check less than 30 days old, issued by the Utah bureau of Criminal Identification and/ or a Heber City local background check.

RULES and REGULATIONS

To insure prompt and accurate processing of your application, ensure that ALL relevant support materials and documentation accompanies application. Failure to do so will constitute an incomplete application and may delay review.

A Complete application must include a site plan that includes, but may not be limited to the following: street closures, signs, operational vehicles, barricades, tents and other temporary structures, activity locations, bleachers, portable and fixed toilets, water stations, event headquarters, solid waste and recycle containers, exits/ entrances, walkways, fire lanes, event route(s), operational plan, security/ crowd control plan, power sources, cooking facilities, etc.

Upon reviewing application, Heber City Corporation may set up a meeting to discuss your business

The applicant(s) shall assume and reimburse Heber City Corporation for any and all costs and expenses determined by Heber City Corporation such as City staff's time if required at event, additional garbage or waste in city receptacles, providing, erecting or moving equipment such as barricades, directional or event signs, garbage and waste receptacles. Heber City Corporation may require a deposit that shall not exceed one thousand dollars (\$1000.00) to cover such expenses.

AGREEMENT & SIGNATURES

I, the undersigned representative have read the rules and regulation with reference to this application and am duly authorized by the organization to submit the application on its' behalf. The information contained herein, including supporting documentation is complete and accurate.

Name (Printed)		
Signature		Date:

OFFICE USE ONLY

Engineering Department	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date:	Signature:	Comment:
Police Department	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date:	Signature:	Comment:
Building Department	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date:	Signature:	Comment:
Zoning Department	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date:	Signature:	Comment:
Wasatch County Health Department	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date:	Signature:	Comment:
Wasatch County Fire Department	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date:	Signature:	Comment:
Public Works	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date:	Signature:	Comment:
Business License Administrator	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date:	Signature:	Comment:

10-1-203. License fees and taxes -- Application information to be transmitted to the county assessor.

(1) As used in this section:

(a) "Business" means any enterprise carried on for the purpose of gain or economic profit, except that the acts of employees rendering services to employers are not included in this definition.

(b) "Telecommunications provider" is as defined in Section 10-1-402.

(c) "Telecommunications tax or fee" is as defined in Section 10-1-402.

(2) Except as provided in Subsections (3) through (5), the legislative body of a municipality may license for the purpose of regulation and revenue any business within the limits of the municipality and may regulate that business by ordinance.

(3) (a) The legislative body of a municipality may raise revenue by levying and collecting a municipal energy sales or use tax as provided in Part 3, Municipal Energy Sales and Use Tax Act, except a municipality may not levy or collect a franchise tax or fee on an energy supplier other than the municipal energy sales and use tax provided in Part 3, Municipal Energy Sales and Use Tax Act.

(b) (i) Subsection (3)(a) does not affect the validity of a franchise agreement as defined in Subsection 10-1-303(6), that is in effect on July 1, 1997, or a future franchise.

(ii) A franchise agreement as defined in Subsection 10-1-303(6) in effect on January 1, 1997, or a future franchise shall remain in full force and effect.

(c) A municipality that collects a contractual franchise fee pursuant to a franchise agreement as defined in Subsection 10-1-303(6) with an energy supplier that is in effect on July 1, 1997, may continue to collect that fee as provided in Subsection 10-1-310(2).

(d) (i) Subject to the requirements of Subsection (3)(d)(ii), a franchise agreement as defined in Subsection 10-1-303(6) between a municipality and an energy supplier may contain a provision that:

(A) requires the energy supplier by agreement to pay a contractual franchise fee that is otherwise prohibited under Part 3, Municipal Energy Sales and Use Tax Act; and

(B) imposes the contractual franchise fee on or after the day on which Part 3, Municipal Energy Sales and Use Tax is:

(I) repealed, invalidated, or the maximum allowable rate provided in Section 10-1-305 is reduced; and

(II) is not superseded by a law imposing a substantially equivalent tax.

(ii) A municipality may not charge a contractual franchise fee under the provisions permitted by Subsection (3)(b)(i) unless the municipality charges an equal contractual franchise fee or a tax on all energy suppliers.

(4) (a) Subject to Subsection (4)(b), beginning July 1, 2004, the legislative body of a municipality may raise revenue by levying and providing for the collection of a municipal telecommunications license tax as provided in Part 4, Municipal Telecommunications License Tax Act.

(b) A municipality may not levy or collect a telecommunications tax or fee on a telecommunications provider except as provided in Part 4, Municipal Telecommunications License Tax Act.

(5) (a) (i) The legislative body of a municipality may by ordinance raise revenue by levying and collecting a license fee or tax on:

(A) a parking service business in an amount that is less than or equal to:

- (I) \$1 per vehicle that parks at the parking service business; or
- (II) 2% of the gross receipts of the parking service business;
- (B) a public assembly or other related facility in an amount that is less than or equal to \$5 per ticket purchased from the public assembly or other related facility; and
- (C) subject to the limitations of Subsections (5)(c) and (d);
- (I) a business that causes disproportionate costs of municipal services; or
- (II) a purchaser from a business for which the municipality provides an enhanced level of municipal services.

(ii) Nothing in this Subsection (5)(a) may be construed to authorize a municipality to levy or collect a license fee or tax on a public assembly or other related facility owned and operated by another political subdivision other than a community development and renewal agency without the written consent of the other political subdivision.

(b) As used in this Subsection (5):

(i) "Municipal services" includes:

(A) public utilities; and

(B) services for:

(I) police;

(II) fire;

(III) storm water runoff;

(IV) traffic control;

(V) parking;

(VI) transportation;

(VII) beautification; or

(VIII) snow removal.

(ii) "Parking service business" means a business:

(A) that primarily provides off-street parking services for a public facility that is wholly or partially funded by public money;

(B) that provides parking for one or more vehicles; and

(C) that charges a fee for parking.

(iii) "Public assembly or other related facility" means an assembly facility that:

(A) is wholly or partially funded by public money;

(B) is operated by a business; and

(C) requires a person attending an event at the assembly facility to purchase a ticket.

(c) (i) Before the legislative body of a municipality imposes a license fee on a business that causes disproportionate costs of municipal services under Subsection (5)(a)(i)(C)(I), the legislative body of the municipality shall adopt an ordinance defining for purposes of the tax under Subsection (5)(a)(i)(C)(I):

(A) the costs that constitute disproportionate costs; and

(B) the amounts that are reasonably related to the costs of the municipal services provided by the municipality.

(ii) The amount of a fee under Subsection (5)(a)(i)(C)(I) shall be reasonably related to the costs of the municipal services provided by the municipality.

(d) (i) Before the legislative body of a municipality imposes a license fee on a purchaser from a business for which it provides an enhanced level of municipal services under Subsection (5)(a)(i)(C)(II), the legislative body of the municipality shall adopt an ordinance defining for purposes of the fee under Subsection (5)(a)(i)(C)(II):

(A) the level of municipal services that constitutes the basic level of municipal services in the municipality; and

(B) the amounts that are reasonably related to the costs of providing an enhanced level of municipal services in the municipality.

(ii) The amount of a fee under Subsection (5)(a)(i)(C)(II) shall be reasonably related to the costs of providing an enhanced level of the municipal services.

(6) All license fees and taxes shall be uniform in respect to the class upon which they are imposed.

(7) The municipality shall transmit the information from each approved business license application to the county assessor within 60 days following the approval of the application.

(8) If challenged in court, an ordinance enacted by a municipality before January 1, 1994, imposing a business license fee on rental dwellings under this section shall be upheld unless the business license fee is found to impose an unreasonable burden on the fee payer.

Amended by Chapter 289, 2012 General Session

REGULAR MEETING

AGENDA AND STAFF MEMO

HEBER CITY CORPORATION
75 North Main Street
Heber City, Utah
City Council Meeting

May 2, 2013
7:00 p.m.
Regular Meeting

TIME AND ORDER OF ITEMS ARE APPROXIMATE AND MAY BE CHANGED AS TIME PERMITS

Pledge of Allegiance:	Council Member Benny Mergist
Prayer/Thought:	Council Member Alan McDonald
Minutes for Approval:	April 18, 2013 Work and Regular Meetings April 23, 2013 Budget Meeting

OPEN PERIOD FOR PUBLIC COMMENT

APPOINTMENTS

(Tab 1)	Larry London, Citizen Corps Council, Request for Funds
----------------	--

ACTION ITEMS

(Tab 2)	Resolution 2013-05, a Resolution to Adopt the Boundaries of the Enterprise Zone
----------------	---

(Tab 3)	Award Contract for 2013 Heber City Water and Sewer Project
----------------	--

(Tab 4)	Approve Proposed Plat for Green Commercial Condominiums FOR Property Located at 35 and 45 South Main Street
----------------	---

(Tab 5)	Approve Clyde Lot Split at 500 East and Center Street
----------------	---

Separately Bound	Approve Tentative Operating Budget for Fiscal Year 2013-2014 and Schedule Public Hearing to Adopt the Final Operating Budget for Fiscal Year 2013-2014
-------------------------	--

DISCUSSION/ACTION ITEMS

None

CLOSED SESSION AS NECESSARY – PURPOSE TO BE ANNOUNCED IN MOTION
--

Ordinance 2006-05 allows Heber City Council Members to participate in meetings via telecommunications media.
--

In accordance with the Americans with Disabilities Act, those needing special accommodations during this meeting or who are non-English speaking should contact Michelle Kellogg at the Heber City Offices (435) 654-0757 at least eight hours prior to the meeting.
--

Posted on April 25, 2013, in the Heber City Municipal Building located at 75 North Main, Wasatch County Building, Wasatch County Community Development Building, Wasatch County Library, on the Heber City Website at www.ci.heber.ut.us, and on the Utah Public Notice Website at <http://pmn.utah.gov>. Notice provided to the Wasatch Wave on April 25, 2013.

Memo

To: Mayor and City Council
From: Mark K. Anderson
Date: 04/25/2013
Re: City Council Agenda Items

REGULAR MEETING

Larry London, Citizen Corps Council, Request for Funds (Tab 1): The Council asked that Larry London be contacted to help the City understand the needs of the Citizen Corp Council. Enclosed is a letter provided by Larry and Darlene London requesting the following:

- \$1,000 for Directors and Officer Liability Insurance
- \$500 for Continuing Education Expenses
- \$500 - \$600 for a generator/solar power

Additionally, they have provided a "Wish List" of items they would like to acquire to put in the trailer that was given to them by Wasatch County. Lastly, they have provided a list of people that have participated in the CERT training and the organization they are affiliated with. This information will help the Council determine what contribution they may want to make to support this organization as they adopt the Tentative Budget.

Resolution 2013-05, a Resolution to Adopt the Boundaries of the Enterprise Zone (Tab 2): Representative Powell was successful in amending the criteria for cities that can create Enterprise Zones during the last legislative session. Because Heber has exceeded the previous 10,000 population limit, we were not able to remain eligible to maintain the Enterprise Zone. Ryan Starks and Tony Kohler have worked on the enclosed map to identify areas that we would recommend be eligible for the tax benefits that are described in the enclosed "What is An Enterprise Zone" summary. Ryan is working on an application that would be submitted with the map to the State Office of Economic Development.

Award Contract for 2013 Heber City Water and Sewer Project (Tab 3): Enclosed is a staff report prepared by Bart Mumford on the bid results for the above project. The City received two bids with the apparent low bidder being Lance Excavation in the amount of \$246,026.50. As noted in the staff report, Lance mistakenly left out their bid bond but provided the bond to the City within an hour of the bid opening. Bart Mumford consulted

with David Church and Mark Smedley and we are of the opinion that the City has minimal risk in awarding the contract to Lance if the Council desires to do so. Staff would recommend approval, but the Council should be mindful that the City will need to issue a bond to fund this and a couple of other projects in order to maintain adequate reserves in the water fund. Staff would recommend approval.

Approve Proposed Plat for Green Commercial Condominiums for Property Located at 35 and 45 South Main Street (Tab 4): The Green family is asking that the City approve the creation of condominiums on two commercial buildings they own on Main Street. The Greens have met with the Planning Commission and it has been determined that the application meets the requirements of the code. (See enclosed staff report and plat map) Staff would recommend approval.

Approve Clyde Lot Split at 500 East and Center Street (Tab 5): The Clyde family is requesting approval to split a lot they own on the corner of 500 East Center. The applicant has met with the Planning Commission and the Planning Commission is recommending approval subject to the terms outlined in the enclosed staff report prepared by Tony Kohler. Staff would recommend approval subject to the terms identified by the Planning Commission.

Approve Tentative Operating Budget for Fiscal Year 2013-2014 and Schedule Public Hearing to Adopt the Final Operating Budget for Fiscal Year 2013-2014: As noted in the budget meeting, I anticipate the Tentative Budget will be delivered to the Council on Monday evening.

The Council is obligated to adopt a Tentative Operating Budget by the first meeting in May and also identify the date that a Public Hearing date will be held to consider adoption of the final budget. I anticipate that the budget will be adopted on June 20, 2013. The Council may also want to discuss additional meetings they may want to hold to obtain answers to any remaining questions they have about the Tentative Budget.

Memo

To: Mayor and City Council
From: Mark K. Anderson
Date: 04/25/2013
Re: City Council Agenda Items

REGULAR MEETING

Approve Tentative Operating Budget for Fiscal Year 2013-2014 and Schedule Public Hearing to Adopt the Final Operating Budget for Fiscal Year 2013-2014: Enclosed is a copy of the Tentative Operating Budget for Fiscal Year 2013/14. Also included is a summary of the capital requests with recommended approval. After I met with the Council I met with Bart Mumford to get a better feel for when projects will likely be completed. As a result, I made the following significant adjustments:

- Veterans Memorial project and associated transfers from the Capital Projects and Perpetual Care Funds now appear in the 2013/14 budget
- Main Street Paver replacement project appears in the 2013/14 budget
- Transfer of \$225,000 to the Airport Capital Projects Fund appears in fiscal year 2012/13
- Monies coming from Wasatch County and Midway City for the Animal Services budget have been increased due to manpower and equipment increases

I expect that at least one additional budget meeting will need to be held with the Council to discuss other items that may come up or items in the proposed budget that are of concern to the Council. I would suggest that we consider a meeting on May 16th prior to our regular meeting or on June 3rd or 4th.

As you review the budget, please feel free to contact me with any questions that you may have.

Work Meeting Added Agenda Item:

Discuss Business Licensing: Last Friday, Councilman Rowland sent out the enclosed email expressing concern about Business Licensing and asked that this item be placed on the Work Meeting agenda for discussion. I have enclosed the following documents:

- Email from Councilman Rowland
- Copy of our existing business license application
- Copy of our renewal form for business licensing
- Article on Business License Fees by David Church, ULCT Attorney
- Draft Business License Application that staff has been working on
- Highlighted copy of Utah State Code Section 10-1-203

I have briefly met with staff to discuss some of the concerns expressed by Erik and obtained a copy of the Final Report that was prepared by David M. Griffith & Associates in April 1998. The study meets the criteria outlined in the article written by David Church regarding the imposition of disproportionate (police) services demanded by different types of businesses. I believe an update of this study is warranted, but it would likely cost \$10,000 - \$20,000. The Council should discuss Councilman Rowland's concerns and give staff direction.

MINUTES

Heber City Corporation
City Council Meeting
April 23, 2013

4:38 p.m.

SPECIAL BUDGET MEETING

The Council of Heber City, Wasatch County, Utah, met in **Special Budget Meeting** on April 23, 2013, in the City Council Chambers at 75 North Main Street, Heber City, Utah.

Present:	Council Members	Robert Patterson Alan McDonald Benny Mergist Jeffery Bradshaw Erik Rowland
Excused:	Mayor	David R. Phillips
Also Present:	City Manager City Recorder Chief of Police	Mark K. Anderson Michelle Kellogg David Booth

Anderson opened the meeting and excused Mayor Phillips. He passed out the Consolidated Fee Schedule and stated there were no planned changes, but as changes occurred it could be amended by Ordinance. He then explained the other handouts in the packet.

Review of Projected Revenue and Expenses: Anderson stated some budgeted projects would not be completed by the end of June and the budgeted monies would be transferred to the coming year. He explained the 2012-13 actual budget was over the estimated budget due to the funds expended for the Veteran's Memorial and some additional capital costs. The revenue increased as well, with tax revenues and increased business in the valley. He thought building permits would do well this year, but there would not be many new commercial buildings next year. It was projected that for the coming year, there would be \$255,000 more from revenues than expenses. Council Member McDonald asked Anderson to follow up with the Citizen Emergency Response Team (CERT) regarding their \$900 request for insurance costs, and he wanted to have funds set aside for continued maintenance for the Social Hall.

1 **Proposed Salary Increases:** Anderson referred the Council to page 12 of the handout to discuss
2 a proposed wage increase. It was proposed by staff to eliminate the steps within the pay grades
3 and instead give merit increases, effective January, 2014. Three reasons were given: it would
4 have less fiscal impact on the budget, it would give staff time to find a better evaluation tool, and
5 employees would be given time to understand that wages were tied to performance. He stated
6 these numbers were not built into the budget and he sought the Council's opinion.

7
8 There was discussion on the Affordable Care Act (ACA) requirements that would necessitate
9 employers to offer insurance to employees that worked 30+ hours per week. Anderson stated
10 with regard to seasonal employees, they would not be allowed to work over 6 months of the year.
11 He felt the City would need to implement these insurance changes next July during the insurance
12 enrollment period.

13
14 Council Member McDonald wanted the City to begin preparing for the bypass route that would
15 eventually be constructed in the valley. Anderson stated there was \$1 million plus in a fund that
16 was in a State account. The County Council decided to eliminate the \$10 fee on vehicle
17 registrations that funded this account so the fund would no longer grow. Council Member
18 Rowland expressed concern that the City should be conservative and not outspend what could be
19 paid for.

20
21 Council Member Mergist asked if Anderson recommended a lump sum tax increase to help fund
22 the public safety building. Anderson stated a bond would be issued for 20-30 years, and the cost
23 estimate on the building was five years old, so he was unsure of the exact funds needed for this
24 project. Anderson reviewed the sales tax allocations. Council Member Rowland asked what
25 percentage of the City budget came from tax revenue. Anderson stated approximately 40% of the
26 General Fund budget was funded from sales tax revenue.

27
28 **Manpower Requests:** Anderson reviewed the department requests. The Police Department
29 requested a school resource officer on the condition that the School Board would pay \$52,000
30 towards this employee's salary and benefits. Other new positions included hiring five reserve
31 officers.

32 Council Member Mergist asked Chief Booth if there was a need for the Animal Services Shelter
33 Technician to work fulltime. Chief Booth stated a fulltime technician would be more customer
34 friendly if it was approved. Council Member McDonald asked if more crossing guards were
35 needed. Chief Booth replied that three alternate crossing guards had just been hired to back up
36 the regular crossing guards, so they were adequately staffed. With regard to the JR Smith
37 crosswalk issue, a chain would go along the sidewalk to funnel the children. The principal
38 withdrew his request for an additional crossing guard and a new crosswalk.

1 The Parks/Cemetery Department already hired seasonal employees at \$10 per hour, which was
2 their request, and the City Attorney requested a raise, which was also on the recommended list.
3 The Public Works Department requested two foremen promotions and one new maintenance
4 worker. The Council had no concerns with these recommendations.

5
6 Council Member McDonald requested that the City put out to bid for a new auditor. He thought
7 auditors should be rotated every three to four years to have fresh perspectives in looking at the
8 City records. Council Member Bradshaw stated a different firm would charge double what Greg
9 Ogden charged, and added that there were CPAs that reviewed the auditor's work to certify that
10 they did adequate testing. The chances that Ogden skimmed over the City records were slim.

11
12 **Transfer to Internal Service Fund:** The Council agreed to have Anderson transfer \$100,000 to
13 this fund.

14
15 **Insurance Benefits:** Anderson noted there would be a five percent increase in health insurance
16 and an eight percent increase in dental insurance, and the employees would continue to pay the
17 same percentage as had been paid historically.

18
19 **Capital Contributions:** The Council reviewed the list of capital requests. It was discussed
20 whether or not to add CERT to the list of requests. The Peoples Health Clinic and Heber Valley
21 Historic Railroad Authority also requested funds. It was decided to have CERT make a request to
22 the Council, include \$5,000 for the Peoples Health Clinic, and regarding HVHRA, the Council
23 wanted an update on their current situation. Anderson stated he would invite Mark Nelson, the
24 railroad's executive director, to present at the May 2nd work meeting.

25
26 **Capital Purchases:** Council Member Rowland asked why the judicial request to publish
27 warrants wasn't recommended. Anderson felt it wouldn't benefit anyone politically. Chief Booth
28 stated that although it was the judge's idea, Chief Booth would get blamed because people would
29 be publicly embarrassed.

30
31 The Council asked that employee ID badges be reinstated into the budget.

32
33 Council Member McDonald requested cutting the Veteran's Memorial budget by \$100,000 so
34 the City would not have to bond for the Broadhead water tank and other water improvements.
35 Anderson stated no water money would be used to support the Memorial. The other Council
36 members were in favor of proceeding with the Memorial as it had been put out to bid.

37
38 Roads – Anderson stated the City needed a plan for expanding storage space for Public Works
39 and Parks/Cemetery. This was an issue that needed to be dealt with in the near future. Vehicles

1 were left outside, which added wear and tear on those vehicles, Council Member Mergist
2 requested that the surveillance equipment at those sites be made functional.

3
4 Airport – Anderson recommended transferring \$225,000 to this fund so the City wouldn't exceed
5 its surplus limit.

6
7 **Capital Projects:** The Main Street paver project was in the current budget year, but Anderson
8 noted the cost continued to increase.

9
10 Council Member Mergist asked how much it would cost for a public safety building. Anderson
11 stated that square footage would need to be analyzed. He anticipated a calendar of benchmarks
12 for applying for funding, and issuing bonds next year to start constructing. Bonding was
13 discussed. It was suggested to put the bond on the municipal election ballot. Council Member
14 McDonald thought the Council should see what the public would say on the ballot before
15 proceeding. Council Member Rowland thought the City should do its due diligence in educating
16 the public on this issue. Anderson stated he could invite Brian Baker to come to the next Council
17 meeting and educate the Council on bonding options.

18
19 It was determined the Police would receive five replacement patrol vehicles, and they would be
20 SUVs.

21
22 Anderson thought \$1 million should be borrowed from the Water Fund to maintain operational
23 reserves. He asked if the Council was going to follow the plan of assessing annual water rate
24 increases, but only regarding culinary water, not secondary irrigation. He suggested increasing
25 rates every January. Council Member Rowland asked if a public hearing was required each year.
26 Anderson stated if the increase was reflected in the budget, the public hearing for the budget
27 should fulfill that requirement. The Council members did not oppose Anderson's suggestion to
28 include the 7.59% water rate increase into the budget.

29
30 It was discussed that Mayor Phillips, Council Member Rowland, Chief Booth and Anderson met
31 with Utah Film Commission and they expressed concern on the fees for film production in Heber
32 City. The Chamber of Commerce had a film commission and they indicated they would like to
33 see uniformity in fees from all the entities in the County. Council Member Mergist felt these
34 productions brought in their own caterers, trailers to sleep in, etc., and didn't contribute much to
35 the economy. Council Member Rowland stated that from the meeting yesterday, he learned that
36 the type of films coming to the valley were lower end and they did use the food, lodging, etc.
37 The Chamber also wanted these groups to only have to fill out one application and pay one fee.
38 Anderson commented that he didn't know the specific fee. The Consolidated Fee Schedule
39 would be attached to the budget as is and could be adjusted later in the year if desired.

1 **Council Priorities:** Anderson stated Mayor Phillips had suggested extending the flower baskets
2 beyond the historic section of Main Street. The concern was there were no street lights with the
3 irrigation system beyond the current section. There was also discussion of a possible opportunity
4 to lease City-owned land for trees and greenhouses.

5
6 Anderson asked if there were any other priorities for the budget. Council Member Mergist stated
7 he would like to see the Daniel Connector finished to Highway 40. Anderson indicated some
8 Road Preservation Money could be used for that project. It was thought the landowners might
9 donate the land for that project.

10
11 Anderson summarized some of the key approvals by the Council, including a \$1.7 COLA in July
12 and a 2% merit increase for the employees in January, 2014; increasing the Animal Services
13 Shelter Technician's hours to fulltime, transferring \$100,000 to the Internal Service Fund, ID
14 badges for employees; contributing \$5,000 to the Peoples Health Clinic; buying, repairing and
15 maintaining security cameras for the different city buildings, learning the status of the Heber
16 Valley Historic Railroad Authority at the next City Council meeting; and inviting Brian Baker,
17 Zions Bank Public Finance, to make a presentation at the next Council meeting on bond options.
18 Anderson stated his goal was to distribute the tentative budget document to the Council on
19 Monday. The public hearing for the final budget would be held at the June 20th Council meeting.

20
21 Council Member Rowland moved to go into Closed Session for land acquisition and personnel
22 reasons at 8:15 p.m. Council Member Mergist seconded the motion. Voting Aye: Council
23 Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

24
25 Council Member McDonald moved to adjourn from Closed Session at 8:51 p.m. Council
26 Member Patterson made the second. Voting Aye: Council Members Patterson, McDonald,
27 Mergist, Bradshaw and Rowland.

28
29 With no further business, the meeting was adjourned.

30
31
32
33
34

Michelle Kellogg, City Recorder

1 **Heber City Corporation**
2 **City Council Meeting**
3 **April 18, 2013**

4
5 7:00 p.m.

6
7 **REGULAR MEETING**

8
9 The Council of Heber City, Wasatch County, Utah, met in **Regular Meeting** on April 18, 2013,
10 in the City Council Chambers at 75 North Main Street, Heber City, Utah.

11
12
13 **Present:** Mayor David R. Phillips
14 Council Members Robert Patterson
15 Alan McDonald
16 Benny Mergist
17 Jeffery Bradshaw
18 Erik Rowland

19
20 **Also Present:** City Engineer Bart Mumford
21 Chief of Police David Booth
22 City Attorney Mark Smedley
23 Deputy Recorder Amanda Anderson

24
25 **Others Present:** Mark Smedley, Larry Newhall, Anissa Wardell, Ethan Bradley, Jason Bradley,
26 Lesa Hough and others whose names were illegible.

27
28 **Pledge of Allegiance:** Council Member Alan McDonald.

29 **Prayer:** Council Member Robert Patterson.

30
31 **Minutes:** April 4, 2013 Work and Regular Meeting.

32
33 Council Member Patterson moved to approve the above listed minutes. Council Member
34 Mergist made the second. Voting Aye: Council Members McDonald, Patterson, Mergist,
35 Bradshaw and Rowland. Voting Nay: None.

36
37 **OPEN PERIOD FOR PUBLIC COMMENTS**

38
39 Mayor Phillips opened the meeting to any who wished to address the Council. No comments
40 were given.

1 **Ryan Davis, Request for a Lot Line Adjustment for Property Located at 500 South**

2 **Southfield Road:** Council Member McDonald made the motion to approve the request for a lot
3 line adjustment for property located at 500 South Southfield Road and mentioned that the
4 Planning Commission had approved this as well. Council Member Mergist made the second.
5
6 Council Member Patterson clarified that this lot line adjustment was to resolve overlapping on
7 boundary lines.
8

9 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

10 Voting Nay: None.
11

12 **Amy Johnson, Request to Waive the Event Permit Fee for the Heber Valley Memorial**

13 **Run:** Council Member Mergist made the motion to waive the event permit fee for the Heber
14 Valley Memorial Run. Council Member Rowland seconded the motion.
15

16 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

17 Voting Nay: None.
18

19 **Resolution 2013-04, a Resolution to Proclaim the Last Friday in April as Arbor Day in**

20 **Heber City:** Council Member Mergist made the motion to approve Resolution 2013-04, a
21 Resolution to proclaim the last Friday in April as Arbor Day in Heber City. Council Member
22 Bradshaw seconded the motion.
23

24 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

25 Voting Nay: None.
26

27 **Ordinance 2013-05, An Ordinance Amending the Consolidated Fee Schedule – Adopting**

28 **New Secondary Irrigation Rates:** Council Member Patterson moved to approve Ordinance
29 2013-05, an Ordinance amending the Consolidated Fee Schedule, adopting new secondary
30 irrigation rates beginning May 1, 2013. Council Member Bradshaw made the second.
31

32 Council Member Mergist explained his concerns with the lack of definition in the secondary
33 irrigation rate structure and he felt there was a fairness issue, i.e. citizens that practice
34 conservation are still required to pay the same as their neighbor who does not make an effort to
35 conserve water.
36

37 Council Member McDonald prepared a written statement which read: *I have no problems in*
38 *supporting rate adjustments to recover cost of the system if they are justified and the fees are*
39 *issued on consumption fairness. What I am not supporting at this time, is what I feel is an*
40 *inaccurate rate design process that was used to justify the cost to charge consumers and the*

1 *fairness on consumption for different water users. I agree that the fees should be adjusted to the*
2 *size of the lot that we have put in place because it accounts for the potential usage of the water.*
3 *Just as the city has different lot size fees that account for the potential amount of usage. We have*
4 *not accounted for the different scenarios of water users. Such as those that have given the City*
5 *water shares and the City has not adjusted their fee for their water shares given to the City and*
6 *are being charge for their water usage. I had hoped that the City Council would have taken the*
7 *time to bring in someone who had actual hands on experience on running a secondary*
8 *irrigations system. So they could have explained to the Council how to adjust fees for different*
9 *individual water users and how to develop a water usage strategic plan for the consumers.*

10
11 Voting Aye: Council Members Patterson, Bradshaw and Rowland.

12 Voting Nay: Council Members McDonald and Mergist.

13
14 **Award 100 South Sidewalk Replacement Bid – Replacement of Sidewalk from 100 West to**
15 **500 West:** Mayor Phillips asked Bart Mumford, City Engineer, if this bid was for both sides of
16 100 South. Mumford stated that nine bids had come in for this project. Mumford stated that one
17 side of the street was 4' wide and the other side off the street was 3-½' wide. Council Member
18 Mergist asked about the company's reputation and Mumford stated the references had all
19 checked out great. Council Member Mergist asked Mumford about the life expectancy of this
20 sidewalk and Mumford replied, if it was done properly, 50 years was realistic. Council Member
21 Bradshaw asked about the completion deadline and Mumford stated he thought it was 30 to 60
22 days and it was at least before July.

23
24 Council Member Bradshaw made a motion to award the 100 South sidewalk replacement bid to
25 Quicksilver. Council Member Rowland seconded the motion.

26
27 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

28 Voting Nay: None.

29
30 With no further business Council Member Bradshaw made a motion to adjourn the meeting.
31 Council Member Mergist seconded the motion.

32
33 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

34 Voting Nay: None.

35
36
37

Amanda Anderson, Deputy Recorder

Heber City Corporation
City Council Meeting
April 18, 2013

6:00 p.m.

WORK MEETING

The Council of Heber City, Wasatch County, Utah, met in Work Meeting on April 18, 2013, in the City Council Chambers at 75 North Main Street, Heber City, Utah.

Present:	Mayor	David R. Phillips
	Council Members	Robert Patterson (arrived at 6:07 p.m.)
		Alan McDonald
		Benny Mergist
		Jeffery Bradshaw
		Erik Rowland

Also Present:	City Engineer	Bart Mumford (arrived at 6:20 p.m.)
	Chief of Police	David Booth
	City Attorney	Mark Smedley
	Deputy Recorder	Amanda Anderson

Others Present: Jenny Osguthorpe, Brad Osguthorpe, Mark Smedley, Larry Newhall, Anissa Wardell, Ethan Bradley, Jason Bradley, Lesa Hough and others whose names were illegible.

Mayor Phillips opened the work meeting and excused the City Manager, Mark Anderson, as he was attending a conference out of town.

Mark Smedley – Review of the Fireworks Ordinance and 2013 Legislative Changes: Mayor Phillips asked City Attorney Mark Smedley if he had any specific comments or suggestions for the City Council, aside from the documentation included in the Council members' packet materials, which he did not. Council Member McDonald felt the verbiage, "negligent discharge" located in Line 119, (5), (b), was too broad of a term and would like to narrow the phrase down into something more definitive. Smedley explained that this was the State of Utah's terminology and stated the City Council could determine what they felt was negligence on a case by case basis under this terminology. Mayor Phillips asked if there were any specific differences in this Ordinance when compared to the Ordinance from last year. Smedley pointed out to the Council members where the changes had been made. Smedley also clarified for the Council members the

1 restrictions imposed upon the City by the State Code. Council Member Mergist stated that
2 though the City could not prohibit the sale of fireworks in Heber City, they were able to prohibit
3 the discharge of fireworks and he felt it would be a good idea to inform the firework stand
4 operators/owners ahead of time if the City was going to prohibit the use of fireworks in the City
5 in order to avoid the firework stand operators/owners wasting their time in coming to sell
6 fireworks in the City. Smedley explained that the City Council would only be able to prohibit
7 fireworks in brushy, mountainous areas and he stated that ultimately the State Fire Marshall had
8 the final say in determining what was safe and what was not with regard to the discharge of
9 fireworks.

10
11 **Discuss Heber City Logo Contest:** Mayor Phillips asked the Council members what they
12 wanted to do with regard to choosing a new logo for the City, the date they would be finished
13 choosing, etc. Council Member Rowland requested that someone with branding, marketing
14 and/or design experience should be involved in the selection of the City's new logo. After some
15 discussion the Council decided to form a committee that would consist of Tony Kohler, a
16 Council member and three private citizens. One of the private citizens would be required to have
17 design and marketing experience. Council Members McDonald and Patterson volunteered to be
18 on the committee. In conclusion, Mayor Phillips asked the Council who would have the final say
19 in selecting the new logo for the City and the Council members were in agreement that the City
20 Council would have the final say in the choice of the new City logo.

21
22 **Discuss Airport Hangar Impact Fees:** Mayor Phillips explained the current situation to
23 Council Members Patterson and Rowland, who were not in attendance at the April 4, 2013 City
24 Council meeting due to an out of town conference. After briefly explaining the situation, Mayor
25 Phillips asked the Council if they wanted to examine the issue further or leave the impact fee as
26 it was currently. Council Member Rowland asked if there were other situations similar to this
27 within the City, i.e. detached garages, etc. Mumford stated this was not a common situation.
28 Council Member Rowland then asked how the impact fees were established and Mumford stated
29 it was dependent upon the size of the installed meter. Council Member Rowland asked Mumford
30 for his thoughts on adjusting the impact fees for airport hangars only and Mumford stated he felt
31 better about the lower impact fee to airport hangars, as opposed to all non-residential locations,
32 as the airport hangars were in a unique situation with regard to usage, etc. The City Council
33 discussed the situation and was in agreement that if changes were made to the impact fee they
34 would need to be very specific in stating who would qualify for the lower impact fee. The
35 Council asked for Mumford's opinion and he replied that his feelings were mixed on the subject
36 and he would prefer not to make a recommendation either way. City Attorney, Mark Smedley,
37 offered suggestions for the verbiage the City could use in this situation. In conclusion, Mayor
38 Phillips asked if any of the Council members were in favor of changing the airport hangar impact
39 fees and three out of the five City Council members were not in favor of changing the impact
40 fees for airport hangars.

1
2 Council Member Rowland relayed to the Council members that he had received an email from
3 Mark Anderson, City Manager, and he had asked Council Member Rowland to update the
4 Council on the consultant they had hired to assist the City in reviewing lease types, fair market
5 rates, etc. at the airport. Council Member Rowland explained to the Council that he and
6 Anderson had interviewed the two interested parties and favored the second consultant,
7 "Javiation," as they were more familiar with our area and situation. With the approval of the
8 City Council, Anderson and Council Member Rowland would continue to move forward with
9 that consulting process. Council Member Bradshaw asked if there was a bidding process in the
10 selection of the consultant and Council Member Rowland replied that there was a compensation
11 amount included in the RFP and the consultant they chose had accepted that amount. Council
12 Member McDonald stated he knew of citizens who did not bring their planes to the airport here,
13 as the tie-down fees were too high, and felt this was an area that could use improvement.
14 Council Member Rowland asked for the Council's approval in moving forward with the
15 consulting process. Council Member Mergist asked if the consultant had provided a completion
16 date for the consultation and Council Member Rowland replied they expected the consultation to
17 be finished within sixty days.

18
19 With no further business the meeting was adjourned.
20
21
22

Amanda Anderson, Deputy Recorder

APPOINTMENTS

TAB 1

Wasatch County Citizen Corps Council

We are requesting funding for Directors and Officers liability insurance (approx. \$1000.00 per year), and for continuing education expenses (approx. \$500.00 per year) as the needs become available. If you see fit to help us with stocking the trailer donated to us by Wasatch County we still have many items we need. I have attached a copy for your review. Our biggest expense equipment wise, is a generator for power and we would like to also purchase solar power in the event we do not have fuel available (due to a major disaster and inability to acquire more fuel). Approximately \$500 to \$600 if we are able to purchase on sale and do not have an idea on the solar cost.

The Wasatch Citizen Corps Council was formed in Oct. of 2007 with about 5 to 6 dedicated people. Over time we have many more involved and many more people trained for CERT. There is also a VIPS program now in place, thanks to Lt. Bradley, former Chief Rhoades and Larry London.

CERT classes originally started under the direction of the Police Department with Lt. Bradley approximately early 2000's. We have over 150 trained persons with another 150 wanting training.

A major disaster is more than likely going to occur and will greatly impact our community. As of now, we have relied on our members and some in the community for donations that we have worked for. However, the same people are the ones doing the majority of the work. We really need more help from our City fathers in order to accomplish before we have a major event occur. Thank for any and all consideration.

Darlene K. London
Secretary

WASATCH COUNTY CITIZEN CORPS COUNCIL
AND
CERT EQUIPMENT TRAILER
WISH LIST

Current Stock

ITEMS	ITEMS
Triangle bandages	Portable Lanterns
2", 3", & 4" gauze pads	Clip Boards
2", 3", & 4" gauze rolls	1 Fold up canopy <i>12x12 Green</i>
10 Blankets	Large Pry Bars
Small Generator	Small Pry Bars
6 Folding Cots	Chain saw
Folding Chairs	4 Shovels
1 Folding Tables <i>W4C Council bought</i>	Large pliers with wire cutters
Sledge hammer	Bolt cutters
Hand saw	buckets
<i>you</i> Sand Bags	Traffic Cones
Assorted size of disposable gloves	Work gloves
Portable toilet shelters	Water containers (Igloo)
Emergency food	Hard hats
Emergency Vests	Safety Goggles
First aid tape	Ladders
Assorted ropes	Assorted casualty tape

*from
W4C
Emm. Mgmt*

*from
W4C
Emm. Mgmt*

*W4C
Council
Purchased
from
Timberline*

*from
W4C
Emm. Mgmt*

1 Backboards

2 - 72 Hr. Kits

W4C Emm. Mgmt

WASATCH COUNTY CITIZEN CORPS COUNCIL

ATTENDANCE ROSTER

April 16, 2013

1. <u>CHAIR</u>	<u>Larry London</u>	_____
2. <u>VICE CHAIR</u>	<u>Bill Shuster</u>	_____
3. <u>Secretary</u>	<u>Darlene London</u>	_____
4. <u>Treasurer</u>	<u>Shane Owens</u>	_____
	<u>Midway City Public Works</u>	
5. <u>CERT Coordinator</u>	<u>Bill Hjelm</u>	_____
6. <u>ARES Coordinators</u>	<u>Tim Brosnahan / Doug Thompson</u>	_____
	<u>(Amateur Radio Emer. Services)</u>	
7. <u>CITIZEN AT LARGE</u>	<u>Don Wills</u>	_____
	<u>(LEPC Rep.)</u>	
8. <u>Second Citizen @ Large</u>	<u>Linda Burnes</u>	_____
	<u>(Council Appointed)</u>	
9. <u>Volunteers In Police Service</u>	<u>Xela Thomas, HCPD Officer</u>	_____
10. <u>WA. Cnty. Health Dept.</u>		
	<u>Medical Reserve Corps</u>	
11. <u>COUNCIL ADVISOR</u>	<u>Lewis Hastings</u>	_____
	<u>Lt. Jason Bradley</u>	
	<u>Heber City Police Dept.</u>	
12. <u>COUNCIL ADVISOR</u>	<u>Del Barney</u>	_____
	<u>WA. County Emergency Management Dept.</u>	
13. <u>HEBER CITY</u>	<u>Mayor Dave Phillips</u>	_____
14. <u>KTMP RADIO</u>	<u>Larry Mahoney</u>	_____
	<u>Sandy Mahoney</u>	_____
15. <u>SENIOR CITIZEN CENTER</u>	<u>Sue Briggs</u>	_____
16. <u>SOLDIER HOLLOW</u>		_____
	<u>CHARTER SCHOOL</u>	
17. <u>UT. VALLEY UNIVERSITY</u>		_____
	<u>(Heber Campus)</u>	
18. <u>UTAH STATE PARKS</u>	<u>Thomas Melville</u>	_____
	<u>JORDANELLE DAM</u>	
19. <u>WA. CNTY. FIRE DEPT.</u>	<u>Ranger Dave Stobart</u>	_____
20. <u>WA. CNTY. EMS</u>	<u>Ernie Giles</u>	_____
21. <u>WA. CNTY. SHERIFF'S DEPT.</u>	<u>Clare Provost</u>	_____
	<u>Deputy Jim Brown</u>	_____
	<u>(Sheriff Todd Bonner)</u>	
22. <u>CENTRAL UT. WATER</u>		
	<u>CONSERVATION DISTRICT</u>	
	<u>Paul Shelton / Devin McKrola</u>	_____
	<u>(Rep.) / (Project Manager)</u>	
23. <u>WA. CNTY. SCHOOLS</u>	<u>Justin Kelly / Eric Campbell</u>	_____

24.	<u>WA. CNTY. PARKS & RECREATION</u>		<u>Tom Bonner</u>	<u> </u>
25.	<u>HEBER LIGHT & POWER</u>		<u> </u>	<u> </u>
26.	<u>HEBER EAST STAKE</u>		<u>Barry Powell</u>	<u> </u>
27.	<u>HEBER NORTH STAKE</u>		<u>Travis Wilcox</u>	<u> </u>
28.	<u>HEBER VALLEY BAPTIST CHURCH (WORSHIP CENTER)</u>		<u>Bill Croft</u>	<u> </u>
29.	<u>JEHOVAH'S WITNESS CHURCH</u>		<u>Drew Timroth</u>	<u> </u>
30.	<u>ST. LAWRENCE CATHOLIC CHURCH</u>		<u> </u>	<u> </u>
31.	<u>MIDWAY STAKE CENTER</u>		<u> </u>	<u> </u>
32.	<u>QUESTAR NATURAL GAS</u>		<u> </u>	<u> </u>
		<u>GUESTS</u>		
33.	<u> </u>		<u> </u>	<u> </u>
34.	<u> </u>	<u>"</u>	<u> </u>	<u> </u>
35.	<u> </u>	<u>"</u>	<u> </u>	<u> </u>
36.	<u> </u>	<u>"</u>	<u> </u>	<u> </u>

ACTION ITEMS

TAB 2

RESOLUTION NO. 2013-05

A RESOLUTION TO ADOPT THE BOUNDARIES OF THE STATE SPONSORED ENTERPRISE ZONE IN HEBER CITY.

WHEREAS, Heber City, Wasatch County, Utah (Heber City) desires to encourage and promote the creation of jobs and sustainable wages within and around the City; and

WHEREAS, The State of Utah, by and through the Governor's Office of Economic Development empowers and authorizes municipalities to create an Enterprise Zone; and

WHEREAS, Said Zones are established to encourage community investment in the industrial and commercial districts of Cities to stimulate and strengthen economic development, individual job growth and competitive wages; and

WHEREAS, The City deems such involvement as an investment in its future and important to the continued growth, well-being and economic strength of the City, and as an integral component to create employment and living wage opportunities in the City,

NOW, THEREFORE, It is hereby resolved by the City Council of Heber City, Wasatch County, Utah, that Heber City intends to seek approval from the Governor's Office of Economic Development to adopt its Enterprise Zone by adopting by resolution, and hereby approves the same, as attached as Exhibit A.

ADOPTED AND PASSED by the City Council of Heber City, Utah this ____ day of _____, 2013 by the following vote:

	AYE	NAY
Council Member Robert L. Patterson	_____	_____
Council Member Alan W. McDonald	_____	_____
Council Member Benny Mergist	_____	_____
Council Member Jeffery M. Bradshaw	_____	_____
Council Member Erik Rowland	_____	_____

APPROVED:

Mayor David R. Phillips

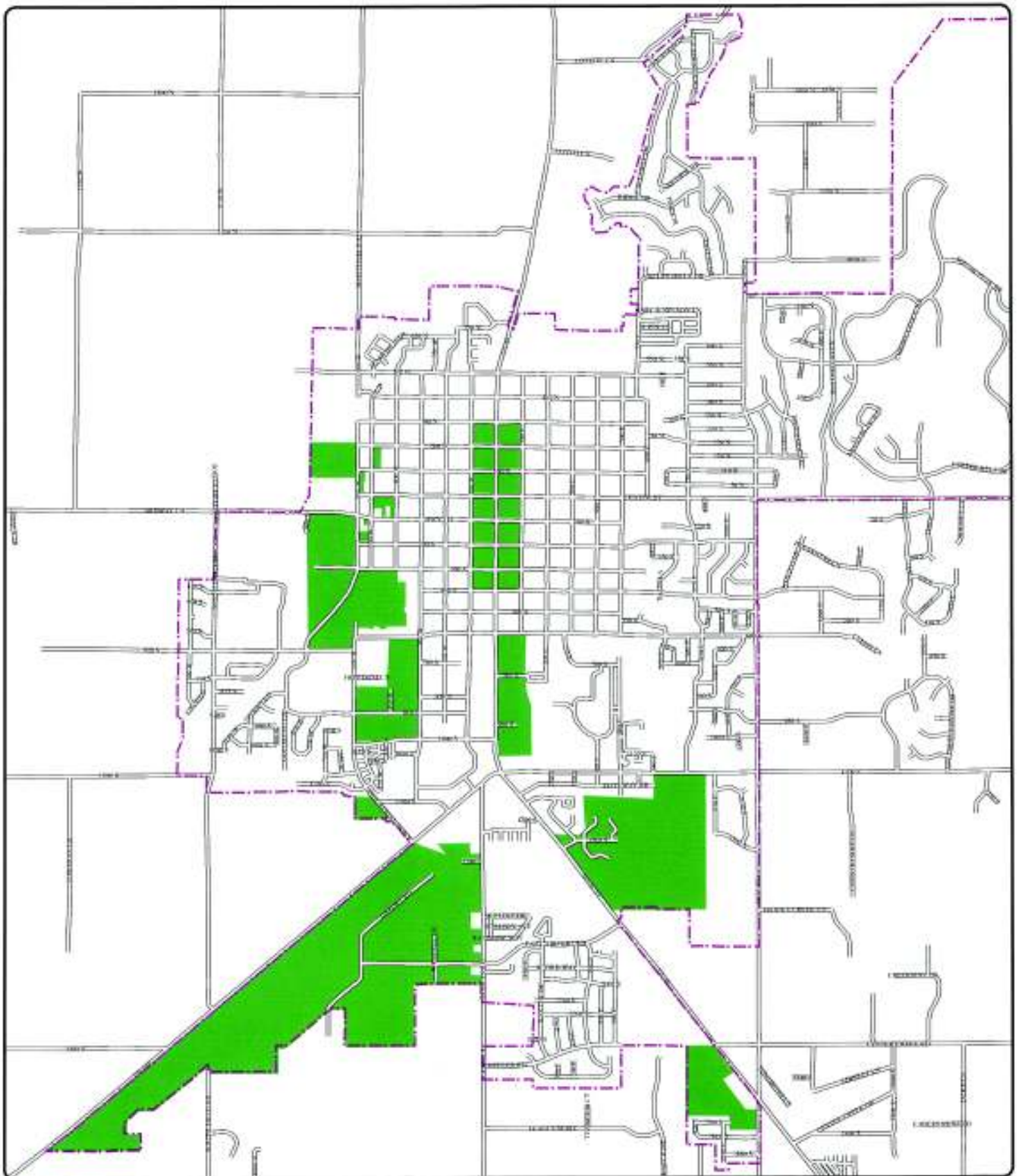
ATTEST:

City Recorder

Enterprise Zone

Heber City, Utah
April 24, 2013

0 0.5 1 Miles



Heber City Council
Meeting date: May 2, 2013
Report by: Anthony L. Kohler

Re: Enterprise Zone Map

The Legislature amended Enterprise Zones during the last Legislative session so that communities up to 15,000 population would qualify, whereas the previous limit capped communities to no more than 10,000 to qualify for the benefits of Enterprise Zones. To continue qualifying for the Enterprise Zone Act, the city needs to adopt a new map because the old map has expired.

Enterprise Zones cannot comprise the city as a whole (see attached summary of Enterprise Zones). Typically Industrial Zones, Downtown Areas, and Business Park Areas would be part of an Enterprise Zone Map. The original map adopted by Heber City incorporated the Industrial I-1 Zone, Business and Manufacturing (BMP) Zone, and Corporate Medical Park Zone (CMP). Since the original map was adopted by Heber City in 2006, the city has annexed some property with the Airport, and property in the Airport Road, 1200 South, and Boyer Development vicinity that have added additional area in the I-1 Industrial Zone and Corporate Medical Park Zone within the city boundary. In addition to these enlarged areas, the downtown and high school vicinity have been included on the map as these locations are generally distressed and need redevelopment; and in the case of the high school, suffer from chronic abandonment.

WHAT IS AN ENTERPRISE ZONE?

The Utah Enterprise Zone Program was established in 1988. An enterprise zone comprises an area identified by local elected and economic development officials and designated by the state. Under the program, certain types of businesses locating to, or expanding in a designated zone may claim tax credits provided in the law. In 1996, Senate Bill 239 significantly revised and expanded the existing Utah Enterprise Zone Program. New tax credits were added and eligible municipalities, as well as counties, may now apply for enterprise zone designations. The Enterprise Zone Act is found in Utah Code 9-2-401 through 415.

TAX CREDITS

Tax credits are available to eligible businesses in designated enterprise zones from the start of the tax year in which the designation is made. For example, if designation is made in August 1999, an eligible business may claim tax credits for the entire tax year beginning January 1, 1999.

The full amount of the tax credit may be carried over for three years. Businesses closing operations in one rural area to locate in another rural area may not claim tax credits under this program. Construction jobs are not eligible for tax credits. Retail businesses and public utilities are not eligible to claim tax credits.

The following tax credits may be claimed by eligible businesses locating or expanding in enterprise zones on state income tax forms:

JOB CREATION TAX CREDITS (may claim for up to thirty full time positions per tax year):

1. A \$750 tax credit for each new full time position filled for at least six months during the tax year.
2. An additional \$500 tax credit if the new position pays at least 125% of the county average monthly wage for the respective industry (determined by the Utah Dept. of Employment Security). In the event this information is not available for the respective industry, the position must pay at least 125% of the total average monthly wage in the county.
3. An additional \$750 tax credit if the new position is in a business which adds value to agricultural commodities through manufacturing or processing.
4. An additional \$200 tax credit, for two consecutive years, for each new employee insured under an employer sponsored health insurance program if the employer pays at least 50% of the premium.

OTHER TAX CREDITS:

1. A tax credit (not to exceed \$100,000) of 50% of the value of a cash contribution to a 501(c)(3) private nonprofit corporation engaged primarily in community and economic development, and is accredited by the Utah Rural Development Council.
2. A tax credit of 25% of the first \$200,000 spent on rehabilitating a building which has been vacant for at least two years, and which is located within an enterprise zone.
3. An annual investment tax credit of 10% of the first \$250,000 in investment, and 5% of the next \$1,000,000 qualifying investment in plant, equipment, or other depreciable property.

For more information about tax credits available under this program, contact Kim Ferrell, Utah State Tax Commission, Corporate Auditing, 210 North 1950 West, Salt Lake City, Utah 84134; Telephone (801) 297-4634, e-mail kferrell@utah.gov.

TAB 3

HEBER CITY CORPORATION

STAFF REPORT

MEETING TYPE:	Regular Council Meeting	MEETING DATE:	May 2, 2013
SUBMITTED BY:	Bart L Mumford	FILE NO:	13006
APPROVED BY:	Mark K. Anderson		
SUBJECT:	2013 SEWER AND WATER IMPROVEMENTS - CONTRACT AWARD		

PURPOSE

To obtain Council approval to award a construction contract for Heber City's 2013 Sewer and Water Improvement project.

RECOMMENDED ACTION

That the City Council authorize the City Manager to increase the water budget for this project to \$177,000; and to execute an contract with Lance Excavating in the amount of \$246,026.50.

BACKGROUND/HIGHLIGHTS

The FY 2013 City Budget includes funds for the repair and replacement of sewer lines on 300 South, 100 West and 560 East, and water lines on Main Street. The budget for this project was originally \$195,000 for the sewer repairs. The Council subsequently approved adding the replacement Main Street water lines with an additional budget of \$148,000. This action is for approval to award a construction contract to complete these repairs and replacements. The engineering design and construction services are being provided by Horrocks Engineers.

The project was advertised for bid April 3, 10, and 17, 2013 in the Wasatch Wave and in the Intermountain Contractor. A mandatory prebid meeting was held on April 16, 2013. A public bid opening was held on April 23, 2013 at the Heber City offices. The engineers estimate for the project was \$239,187. The following bids were received:

- | | | |
|----------------------|--------------|-----------------------------|
| • Lance Excavating | \$246,026.50 | (Corrected for Unit Prices) |
| • BD Bush Excavation | \$277,527.00 | |

Attached is the bid tab with bid details. The apparent low bidder was Lance Excavating. However, Lance failed to include a Bid Bond as required by the contract documents. BD Bush appears to be in compliance with the bid requirements. Staff has had good experience working with both contractors. Lance indicated that they had a bid bond but mistakenly did not include it with their bid package. They subsequently provided a bid bond to the City.

The contract documents make provisions for the City to waive minor defects in the bid. In discussing this with Legal Counsel, the

omission of a bid bond may be decided either way depending on the factors surrounding the bid. The purpose of the bid bond is to insure qualified contractors are bidding, protect the City against low bidders not signing a contract, and submittal of frivolous bids. In this case, where the low bidder is willing to do the work and is a responsible contractor, there is no damage to the City and it can be considered a minor defect and waived. Should more contractors start omitting bid bonds the integrity of the bidding process would be degraded, resulting in project delays and the City rebidding projects at additional expense.

In going forward the City could consider the following 3 options:

1. Reject the bids and rebid the project. This is proper procedure but would potentially delay this project 4 weeks, and delay the City's companion Main Street Paver project into the busier summer months. New bids may be more or less favorable to the City.
2. Reject Lance's low bid and award a contract to BD Bush. This is proper procedure but would cost the City a minimum of an additional \$31,500.
3. Waive the initial bid bond omission and award the contract to Lance. While not a routine practice that the City would want to adopt, the risk of challenge should be minimal.

Staff's recommendation would be for the Council to consider awarding a contract to Lance Excavating in the amount of \$246,026.50.

FISCAL IMPACT

The Budgets approved for this project in the current Fiscal Year is \$195,000 from the Sewer Fund and \$148,000 from the Water Fund. Approximately \$13,000 been spent to date on the project for engineering planning and design.

Total engineering design, construction and inspection services are estimated to be \$36,000. The construction cost, if awarded to Lance Excavating, is estimated to be \$246,026.50. Approximately \$113,000 would come from the sewer fund and \$177,000 from the water fund. The sewer budget is sufficient but the water budget will need to be increased from \$148,000 to \$177,000; which includes an \$8,000 contingency.

LEGAL IMPACT

Legal Counsel believes the risk of a legal challenge is minimal.

2013 Sewer and Water Improvements, Main Street, 300 S, 100 W, 560 E 4/23/13

No.		Item Description	Qty Bld	Unit	Engineers Estimate		Lance Excavating		BD Bush Excavation		
					Unit Bid Price Dollars	Amount Dollars	Unit Bid Price Dollars	Amount Dollars	Unit Bid Price Dollars	Amount Dollars	
SCHEDULE 1: MOBILIZATION AND TRAFFIC CONTROL											
1	Mobilization		1	LS		\$20,000.00		\$12,500.00		\$25,000.00	
2	Traffic Control		1	LS	\$45,000.00	\$45,000.00	\$10,500.00	\$10,500.00	\$6,500.00	\$6,500.00	
SUBTOTAL								\$23,000.00		\$31,500.00	
SCHEDULE 2: MAIN STREET WATER LINE IMPROVEMENTS											
3	8" PVC CS90 DR-18 Water Line		565	LF	\$38.00	\$21,470.00	\$55.50	\$31,357.50	\$60.00	\$33,900.00	
4	8" Gate Valve		6	EA	\$2,700.00	\$17,200.00	\$1,200.00	\$7,200.00	\$1,700.00	\$10,200.00	
5	Connect to Existing Water Line		7	EA	\$1,600.00	\$11,200.00	\$2,495.00	\$15,465.00	\$1,500.00	\$10,500.00	
6	Fire Hydrant		2	EA	\$5,000.00	\$10,000.00	\$5,134.00	\$10,268.00	\$5,000.00	\$10,000.00	
7	Plug and Abandon Existing Water Line		3	EA	\$600.00	\$1,800.00	\$200.00	\$600.00	\$300.00	\$900.00	
8	Pothole Existing Water Line		3	EA	\$200.00	\$600.00	\$180.00	\$540.00	\$400.00	\$1,200.00	
9	1" Water Service Lateral Replacement W/Water Box		6	EA	\$2,500.00	\$15,000.00	\$3,712.00	\$22,272.00	\$2,500.00	\$15,000.00	
10	Import Fill Material		420	CY	\$16.00	\$6,720.00	\$31.50	\$13,230.00	\$15.00	\$6,300.00	
11	Asphalt Pavement Repair (UDOT)		6,015	SF	\$8.00	\$48,120.00	\$5.20	\$31,278.00	\$6.00	\$36,090.00	
12	Asphalt Pavement Repair (Heber City)		200	SF	\$3.30	\$660.00	\$6.40	\$1,280.00	\$7.40	\$1,480.00	
SUBTOTAL								\$133,390.50		\$126,170.00	
SCHEDULE 3: 400 NORTH & 100 WEST SEWER IMPROVEMENTS											
13	Repair Sewer Line		13	LF	\$150.00	\$1,950.00	\$270.00	\$3,510.00	\$750.00	\$9,750.00	
14	Asphalt Pavement Repair (Heber City)		160	SF	\$3.30	\$528.00	\$6.40	\$1,024.00	\$7.40	\$1,184.00	
15	8-inch Water Line Loop		1	EA	\$3,000.00	\$3,000.00	\$3,354.00	\$3,354.00	\$4,500.00	\$4,500.00	
16	16-inch Steel Casing		10	LF	\$190.00	\$1,900.00	\$78.00	\$780.00	\$225.00	\$2,250.00	
17	Video Existing Sewer Pipe		50	LF	\$10.00	\$500.00	\$4.00	\$200.00	\$10.00	\$500.00	
SUBTOTAL								\$5,868.00		\$18,184.00	
SCHEDULE 4: 3RD WEST 300 SOUTH SEWER IMPROVEMENTS											
18	Repair Sewer Line		10	LF	\$150.00	\$1,500.00	\$270.00	\$2,700.00	\$500.00	\$5,000.00	
19	Asphalt Pavement Repair (Heber City)		645	SF	\$1.30	\$838.50	\$6.40	\$4,128.00	\$7.40	\$4,773.00	
20	Clean and Video Existing Sewer Pipe		360	LF	\$15.00	\$5,400.00	\$3.00	\$1,080.00	\$5.00	\$1,800.00	
21	4' Precast Concrete Sewer Drop Manhole		1	EA	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$5,000.00	\$5,000.00	
22	Untreated Base Course		25	Ton	\$25.00	\$25.00	\$35.00	\$875.00	\$20.00	\$500.00	
23	Replace Sewer Line		100	LF	\$70.00	\$7,000.00	\$56.00	\$5,600.00	\$200.00	\$20,000.00	
SUBTOTAL								\$18,383.00		\$41,073.00	
SCHEDULE 5: 560 EAST 100 NORTH SEWER IMPROVEMENTS											
24	Repair Sewer Line		15	LF	\$150.00	\$2,250.00	\$270.00	\$4,050.00	\$600.00	\$9,000.00	
25	Clean, Video, and Locate Existing Sewer Pipe		320	LF	\$15.00	\$4,800.00	\$3.00	\$960.00	\$5.00	\$1,600.00	
26	4' Precast Concrete Sewer Manhole		1	EA	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	\$4,500.00	\$4,500.00	
27	6" Sewer Cleanout		1	EA	\$1,500.00	\$1,500.00	\$1,600.00	\$1,600.00	\$3,000.00	\$3,000.00	
28	Untreated Base Course		25	Ton	\$25.00	\$25.00	\$35.00	\$875.00	\$20.00	\$500.00	
29	Import Fill Material		600	CY	\$28.00	\$16,800.00	\$31.50	\$18,900.00	\$15.00	\$9,000.00	
SUBTOTAL								\$30,385.00		\$87,600.00	
ADDITIVE ALTERNATES											
AA1	Remove and Replace Sewer Line 300 South		400	LF	\$50.00	\$20,000.00	\$59.00	\$23,600.00	\$55.00	\$22,000.00	
AA2	Asphalt Pavement Repair 300 South		2000	LF	\$1.30	\$2,600.00	\$4.20	\$8,400.00	\$5.50	\$11,000.00	
SUBTOTAL - Total Additive Alternates								\$32,000.00		\$33,000.00	
TOTAL BID					\$339,186.50		TOTAL BID	\$246,026.50		TOTAL BID	\$277,527.00
								LOW BID			

TAB 4

Heber City Council
Meeting date: May 2, 2013
Report by: Anthony L. Kohler

Re: Green Commercial Condominium at 35 and 45 South Main Street

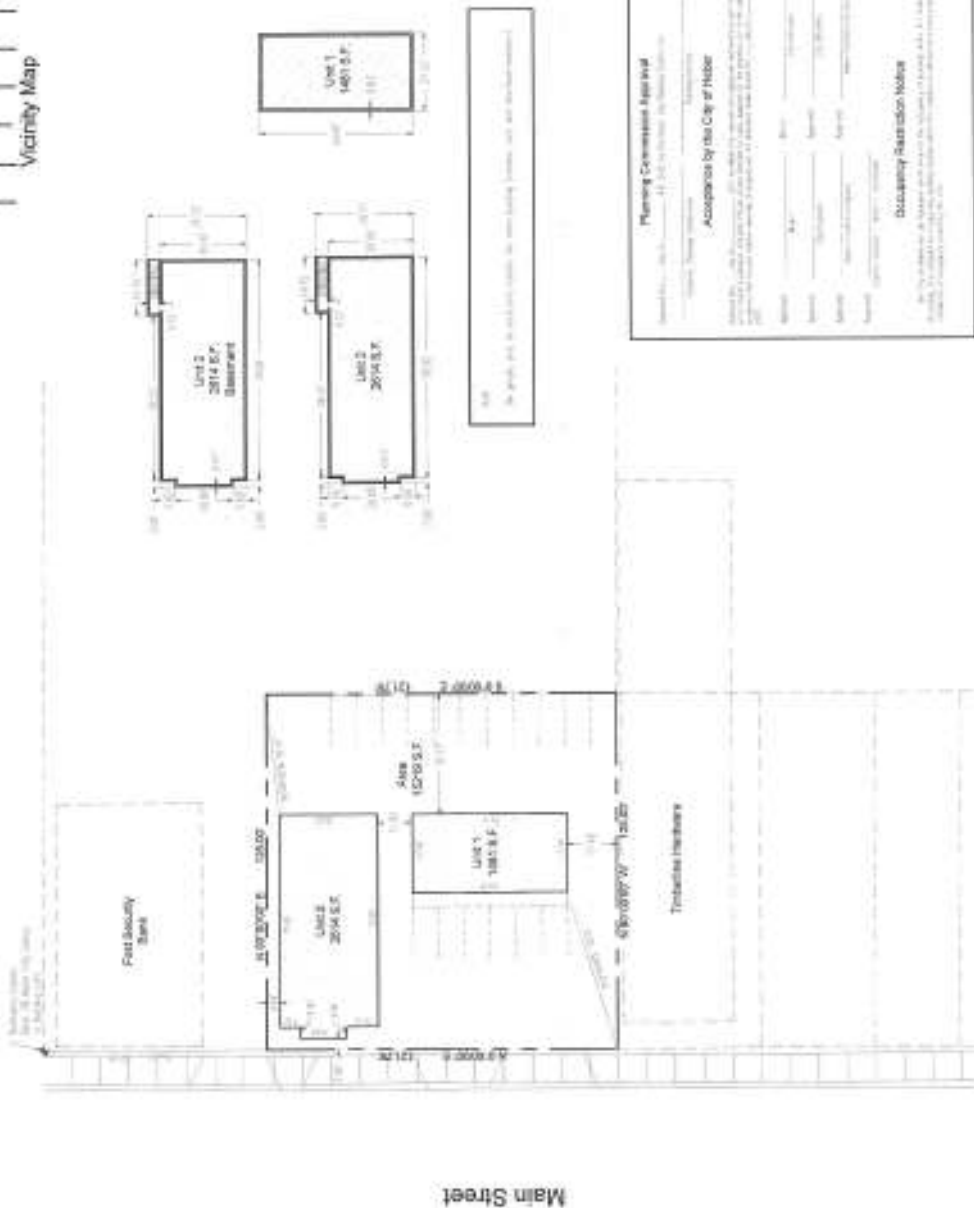
Michael Green is requesting approval to convert the existing buildings into a condominium. Chapter 17.19 of Heber City Code regulates condominium plats. The buildings have separate utility shutoff valves as required by the code. The petitioner has provided a copy of the CC&R/Condominium Declaration. The site has sufficient parking and the conversion shouldn't affect parking or other site issues.

RECOMMENDATION

On April 11, 2013, the Planning Commission made a motion to recommend approval for the proposed condominium plat as consistent with Chapter 17.19 Industrial, Commercial Condominiums.



Center Street



Main Street

Prepared by:
Duffy and Associates, Inc.
201 East 12th Street
New York, New York 10003
Tel: 212-279-1793



Surveyor's Certificate I, the undersigned, being a duly Licensed Professional Engineer, do hereby certify that the foregoing is a true and correct copy of the original survey as filed in my office, and that the same is a true and correct copy of the original survey as filed in my office, and that the same is a true and correct copy of the original survey as filed in my office.	
Boundary Description The boundary of the property is described as follows: ...	
Owner's Certificate and Declaration I, the undersigned, being a duly Licensed Professional Engineer, do hereby certify that the foregoing is a true and correct copy of the original survey as filed in my office, and that the same is a true and correct copy of the original survey as filed in my office, and that the same is a true and correct copy of the original survey as filed in my office.	
Utility Certificate The utility lines shown on this plan are as shown on the utility map of the City of Hoboken, New Jersey, and are as shown on the utility map of the City of Hoboken, New Jersey, and are as shown on the utility map of the City of Hoboken, New Jersey.	
Restoration of Common Areas The restoration of the common areas is as shown on the restoration plan of the City of Hoboken, New Jersey, and is as shown on the restoration plan of the City of Hoboken, New Jersey, and is as shown on the restoration plan of the City of Hoboken, New Jersey.	
Acknowledgment I, the undersigned, being a duly Licensed Professional Engineer, do hereby certify that the foregoing is a true and correct copy of the original survey as filed in my office, and that the same is a true and correct copy of the original survey as filed in my office, and that the same is a true and correct copy of the original survey as filed in my office.	
Sheet 1 of 1 sheets	
Green Condominiums Located at Block 79 Hoboken City Survey of Building Lots Commercial Condominiums Hoboken City Scale: 1" = 20' Feet Hoboken County, New Jersey	

TAB 5

Heber City Council
Meeting date: May 2, 2013
Report by: Anthony L. Kohler

Re: Clyde Lot Split

The petitioner is proposing to split the property located on the south west corner of Center Street and 500 East. Sidewalk does not exist along the frontage of the property, but curb was constructed along Center Street last year with the Center Street widening project. The property is located within the R-3 Residential Zone, and the proposed lot meets the size and area requirements of the R-3 Residential Zone (65 feet minimum width and 6,500 square feet minimum area). A fire hydrant exists across Center Street from the property within 200 feet of the property lines of the subdivision. Water, sewer, and secondary irrigation lines exist in Center Street.

The petitioner will need to turn over a water right to the city for the new lot and construct water, sewer and secondary irrigation laterals to connect to Center Street utilities. Sidewalk exists on either side of the existing lot along Center Street, but not along 500 East

RECOMMENDED MOTION

On April 11, 2013, the Planning Commission made a motion to recommend approval of the proposed subdivision as consistent with the applicable codes, Section 18.60 R-3 Residential Zone, and Chapter 17 Subdivisions, contingent upon a deed restriction being recorded for future curb, gutter, sidewalk, and asphalt improvements along the frontage of 500 East, water rights being turned over to the city in an amount determined by the City Engineer, water, sewer, and irrigation laterals constructed along Center Street, and sidewalk constructed along Center Street and aligned with sidewalk to the east.



Heber City, Utah



DEPARTMENT REPORTS

TAB 6

HEBER CITY CORPORATION

STAFF REPORT

MEETING TYPE:	Regular Council Meeting	MEETING DATE:	May 2, 2013
SUBMITTED BY:	Bart L Mumford	FILE NO.:	00000
APPROVED BY:	Mark K. Anderson		
SUBJECT:	CITY ENGINEER MONTHLY REPORT - April 2013		

CIP AND OTHER CITY PROJECTS

Bardole/Stewart Acquisition - 1200 South: Percent Complete: 5%
Retained Summit Engineering to prepare property plat and legal description. Council discussed offer on property.

Broadhead Tank Roof Repair: Percent Complete: 5%
Horrocks Engineers finished design for the roof replacement.
Advertising for construction will be postponed until winter 2013/2014 if funded in FY14 budget.

City Office Complex: Percent Complete: 1%
GSBS and Citizens Committee concept designs have been put on hold while the Council pursues discussions with County on the future of City/County buildings on the existing City block and purchase of land.

Daniel Rd Conn (Heber Pkwy)/HWY 189 (UDOT): Percent Complete: 99%
Performed walk through of project and UDOT's contractor Flat Iron is working on punch list items.

Main St. Pavers / Util - 200S to 200N: Percent Complete: 2%
Council approved increasing budget to \$263,000 to install colored stamped concrete, replace water meters, and install electrical conduit. Began advertising for bids.

Main St. Park Equip / Park Fall Zones: Percent Complete: 2%
Investigated and made selection on fall zone system (turf). Council awarded contract to Big T recreation for playground equipment.

Road Maintenance 2011: Percent Complete: 99%
Staker Parson completed scheduled work. Installed test treatments on 4 intersections and evaluated how to best repair some of the original chip seal. Scheduled meeting to coordinate spring warranty repairs to chip seal work.

Sidewalk Replacement - 100 South: Percent Complete: 5%
Council awarded contract to Quicksilver Concrete to complete work.

Subdivision Bond Work: Percent Complete: 3%
 Council directed staff to call outstanding subdivision bonds at 2/17/11 Work meeting. Evaluating HOG subdivision developer proposal to complete some of remaining work separate from bond. ACME Construction will complete Majestic Mountain improvements in May. City Attorney is evaluating options to response to surety claim denial on Gateway 1.

Sewer/Water Replacements 2013: Percent Complete: 5%
 Advertised and opened bids. Prepared recommendation for Council to award in May. Pre bid meeting was held April 16, 2013. This project must be completed prior to doing Main Street Paver project.

Water Main Replacement - 300W CDBG 12: Percent Complete: 8%
 Finished design and contract documents. Bid opening held on March 26, 2013. Council awarded contract bid to BD Concrete.

CITY PROJECTS UNDER WARRANTY

▪ *Sewer Outfall - 100 S.:	Expires 12/23/12
▪ Crack Seal 2010:	Expires 08/19/13
▪ Valley Hills Park - Wall Repair:	Expires 09/06/13
▪ Water Main Replacement - 300 W (CDGB):	Expires 12/05/13
▪ Storm Drain & Pond - 650 S:	Expires 12/23/13
▪ Mill Road Estates Park Playground:	Expires 10/19/13
▪ Sidewalk Improvements - 600 S (200E-270E)	Expires 07/25/14
▪ Water Main - SR113 & PRV:	Expires 08/27/14
▪ Muirfield Park Bridge/Trail:	Expires 08/23/14
▪ Road Improvements - 300 W. (100S to 1000S)	Expires 01/28/15
▪ Sewer Maintenance 2010 - Manhole Sealing:	Expires 09/15/21

*Warranty is extended until outstanding issues are resolved.

ENGINEERING MONTHLY PROJECT BUDGET vs CONTRACTS REPORT

April 2013

PROJECT NAME	CITY BUDGET Approved Amt	CONTRACTS Approved Amt	CHANGE ORDERS Approved Amt	TOTAL	Notes
Broadhead Tank Roof Repair 1. Horrocks Engineers 2. Horrocks Engineers Subtotal:	03/27/12 \$460,000	AsNeeded \$8,000.00 AsNeeded \$51,018.00 \$59,018.00	\$0.00	\$59,018.00	- Evaluation & Structural Report - Design, CM, & Insp
City Office Complex 1. GSBS Subtotal:	\$0	06/01/08 \$78,880.00 \$78,880.00	\$0.00	\$78,880.00	- On hold no budget approved
Daniel Road Conn / UDOT 199 1. UDOT/URS Subtotal:	07/01/10 \$80,000	\$0.00	\$0.00	\$0.00	- Project Design/CM by UDOT. Est City contribution \$72k
Main St. Pavers / Utilities 1. Horrocks Subtotal:	02/07/13 \$263,000	AsNeeded \$33,529.00 \$33,529.00	\$0.00	\$33,529.00	- Design / Bid / CM / Insp
Main St. Park Equip & Park Fall Zones 1. Big T Recreation 1. Rocky Mtn Turf Subtotal:	02/07/13 \$213,000	04/04/13 Pending \$75,000.00 \$75,000.00	\$0.00	\$75,000.00	- Playground Equipment - Fall Zone Turf: Main St, Wheeler, Cove
Majestic Mtn - Bond Work 1. Horrocks Engineers 2. ACME Construction - CO #1 - CO #2 3. Blake Allen Fire Hydrant Relocate 4. Heber City 5. Wheeler Park 6. Summit Engineering Subtotal:	09/30/12 \$282,784	AsNeeded 09/20/12 \$13,522.00 \$173,148.75 10/02/12 Pending \$1,350.00 \$34,990.00 Pending \$9,846.00 Pending \$3,500.00 \$236,356.75	10/30/12 \$3,380.00 12/03/12 \$0.00 \$3,380.00	\$239,736.75	- Bid doc prep / Inspection - Construction Contract - Replace curb box, ball valve, & washers - Extend schedule to complete by 5/1/13 - Reimbursed for relocating misconstructed FH - Lots 23 & 24 Util Easement - 18" Water Reimbursement - Record Draw
Road Maintenance 2011 1. Horrocks Engineers 2. Staker Parson Construction - Reductions/Reimbursements - CO #1 - CO #2 - CO #3 Subtotal:	07/19/11 \$3,375,000	04/07/11 \$210,882.00 06/16/11 \$3,391,003.00 06/16/11 -\$390,475.00 07/26/11 \$22,385.00 08/15/11 \$9,460.00 05/16/12 \$10,398.25 -\$348,231.75 \$3,601,885.00	\$0.00	\$3,253,653.25	- Design/CM services - Construction Contract - Add Developer Reimb. and Deducts - Add Crack Seal 11 Ton - Increase 1200 S. Oil Contract - Added paving at 2005 S. and 400 E.
Sewer/Water Replacements - 2013 1. Horrocks Subtotal:	07/01/12 \$343,000	AsNeeded \$0.00 \$0.00	\$0.00	\$0.00	- Sewer \$100k + Water \$140k - Design / Bid / CM / Insp
Sidewalk Replacement - 100 S. 1. Horrocks 2. Quicksilver Concrete Subtotal:	07/01/12 \$149,000	AsNeeded \$21,306.00 04/18/13 \$106,994.00 \$128,300.00	\$0.00	\$128,300.00	- Design / Bid / CM / Insp - Construction Contract
Water Main Replace - 300W CDBG 12 1. Horrocks 2. BD Bush Subtotal:	07/01/12 \$371,000	AsNeeded \$48,637.00 04/04/13 \$251,855.00 \$310,492.00	\$0.00	\$310,492.00	- Design / Bid / CM / Insp - Construction Contract

DEVELOPER CONSTRUCTION PROJECTS

RESIDENTIAL

Center Creek Estates Plat A (1200 S. 1200 E.): 32 lot subdivision approved 09/18/08. Extended plat approval expired 09/18/10.

Davis Lot Split (485 S 100 E): 3 lot subdivision approved 07/19/07. Plat recorded 04/08/08. Construction is 0% complete. Council approved deed restricting curb, gutter, and sidewalk which recorded on 4/21/09. On 5/6/10 Council approved substituting Surety bond for cash bond.

Findarle Lot Split (131 S 200 W.): 2 lot subdivision approved 01/04/07. Construction is 20% complete. Need to install services and sidewalk.

Heber Meadows - Ph2 (2600 S. 1200 E.): 23 lot subdivision approved 10/04/07. Waiting for approvals from Planning Commission and Council to record revised plat. Construction was partially completed in Phase 1. Phasing needs to be corrected.

King - Plat A (200 S. 550 E.): 2 lot subdivision approved 09/06/07. Plat recorded 12/19/07. Construction is 0% Complete. Council approved amended plat and construction drawing 10/15/09. Amended plat recorded 09/11/11.

King - Plat B (250 S. 500 E.): 2 lot subdivision approved 09/06/07. Plat recorded 05/08/08. Construction is complete for Lot 1. Lot 2 irrigation and water service needs to be completed.

Meadows at Southfield (500 S. 1200 W.): 46 lot subdivision. New plat approved 10/01/09. Plat approval expired 10/01/10. Developers plat extension request has not yet been approved by Council. Council approved lot line adjustment on these parcels on 4/18/13.

Mill Road Estates 3 - Lake Creek Improvements: Construction is 99% complete. Working on punch list items.

Mill Road Estates 4 (Mill Road and 400 S.): 32 lot subdivision. Subdivision phasing was approved 08/21/08. Extended plat approval expired 08/21/10. Project was resubmitted to the Planning Commission and approved 5/26/11. Anticipate seeking Council approval in 2012.

Majestic Mountain (1040 S. 1200 E.): 25 lot subdivision approved 04/19/07. Construction is 90% complete. Offsite sewer is 100% complete and warranty ended. On 11/18/10 the Council directed staff to pull the bond to finish the subdivision City improvements. Council approved surety settlement offer. Bonding company remitted bond money for completion on September 18, 2012. ACME Construction will complete City improvements in May.

Mountain Meadows 2 (E. Airport Rd. 111 E.): 2 lot subdivision approved 10/18/07. Plat recorded 04/24/08. Construction is 0% complete.

Noble Vista (770 S. 1200 E.): 23 lot subdivision. Plat recorded 11/13/07. Construction is 90% complete. Subdivision has been taken over by new owner. New bond will be requested prior to restarting. Mill Road improvements are 100% complete and started warranty on 10/06/09. Chris Goode received occupancy for his home on Lot 23 and subdivision was granted partial acceptance.

Red Ledges - Ph1E (Abajo Peak Way): 8 lot subdivision approved 03/21/13. Developer has elected to proceed with improvements ahead of recording plat and bonding.

Red Ledges - Ph1G (1820 E. Center): 3 lot subdivision approved 4/05/12. Plat was recorded 08/10/12.

Red Ledges - Ph1H (Flat Top Mountain Drive): 5 lot subdivision approved 05/03/12. Plat was recorded 08/03/12.

Red Ledges - Ph1J (Flat Top Mountain Drive): 2 lot subdivision approved 06/21/12. Plat was recorded 08/10/12.

Red Ledges - Ph1K (Explorer Peak Dr.): 12 lot subdivision approved 01/17/13. Plat was recorded 03/15/13.

Red Ledges - Ph1L (Copper Belt Dr.): 14 lot subdivision approved 01/17/13. Plat was recorded 03/15/13.

Red Ledges - Ph1M (Red Knob Way): 12 lot subdivision approved 03/21/13. Plat is being recorded.

Red Ledges - Ph2A (2400 E. Lake Creek Road): 11 lot subdivision approved 10/06/11. Plat was recorded 12/15/11.

Shermans Landing (650 S. 1200 W.): 35 lot subdivision approved 10/04/07. Council extended the plat recordation but it expired on 10/04/09. Developer is in the process of revising plans for new affordable housing ordinance and will then resubmit for approval of new plat. Council approved replacing the sewer pump station that would service this subdivision with a gravity sewer through Giles' property or the bypass if easement can be obtained. Canal irrigation line is complete. Subdivision plans will be modified to serve annexations to the North. Met with developer to discuss completion of subdivision.

Stone Creek 1 (800 N. 1300 E.): 125 lot subdivision approved 12/06/07. Extended plat approval expired 12/06/09. Met with developer and project is going to be resubmitted for approval.

NON-RESIDENTIAL

AutoZone (805 S. Main): 1 lot Commercial lot improvement approved 10/06/11. Plat recorded 03/27/12. Development construction is 99% complete. Working on punchlist items.

Gateway 1 (1200 S. Main): 8 Lot Commercial Subdivision. Construction is 90% complete. County will transfer easement for 16" waterline running through the subdivision once they are reimbursed for Highway 40 sidewalk. Need to complete storm water box. Wells Fargo has taken over 4 of the unsold lots. Surety denied City's claim. City Attorney is investigating course of action. Working with Wells Fargo and other lot owners to see if we can jointly complete subdivision improvements.

Gateway 2 (1200 S. 500 E.): 11 Lot Commercial Subdivision approved 08/07/08. Plat approval expired 08/07/09. Wells Fargo Bank has taken over the property.

High School (800 S. 500 E.): Construction is 99% complete on road, water, sewer, and storm water improvements surrounding new facility. Impact fees, water rights, and record drawings have been tentatively agreed to. Discussions continue on bringing closure to the canal grate cleaning. Impact fees are still outstanding on Heber Valley Elementary.

HOG Business Park (1600 S. Daniel Rd.): 4 lot commercial subdivision. Construction is 85% complete. Subdivision has been taken over by new owners. Evaluating original developer proposal to complete remaining work.

Jazabra Commercial Garage (2126 S. Daniel Rd.): Commercial Lot improvement. Construction is 90% complete.

Millstream RV Park (2120 S Highway 40): 151 Unit RV Park approved 05/03/12. Onsite construction is 80% complete. Hwy 40 sewer, water, and fiber optic construction are 90% complete. Met with contractor to restart sewer work and complete project.

Morgan Lot Split (1320 S. Daniel Road): 3 lot subdivision approved 04/17/08. Extended plat approval expired 4/17/10.

Murphy Oil (1000 S. Main St): Gas Station re-approved 03/24/11 by Planning Commission after Kiosk was expanded. Waiting for final construction drawings, bond and inspection fees. Project is on hold by developer.

Ranch Landing Plat B Assisted Living (500 E. 1200 S.) : Commercial lot improvement approved 12/06/12. Waiting for agreements to record plat.

Zions Bank (20 North Main) : Commercial lot improvement approved 09/13/12. Waiting for construction to start.

DEVELOPMENTS UNDER WARRANTY

▫ *Silver Ridge (500 E.309 S.) (Punchlist)	Expires 06/25/11
▫ *Red Ledges - Ph1B Cabins (2000 S. Ctr)	Expires 09/20/12
▫ *Red Ledges - Ph2 (2500 S. Ctr)	Expires 09/20/12
▫ Miller (300 S. 100 W.)	Expires 06/02/13
▫ Liberty Station (300 W. 1000 S.) (1yr)	Expires 08/01/13
▫ Walmart (1000 S. 300 W.)	Expires 08/17/13
▫ Nordgran (94 N. 500 E.)	Expires 08/22/13
▫ Aspen Pointe (600 S. 1200 E.) (1yr)	Expires 08/27/13
▫ Elmbridge (705 N 100 W)	Expires 09/20/13
▫ Ranch Landing Plat C Sr.Center (500 E.1200 S.)	Expires 09/28/13
▫ Head/Telestar (Hawbrook 850 S. 115 W.)	Expires 10/09/13
▫ **Birmingham Commercial (100 S. 801 W.)	Expires 12/07/13
▫ Rooftop Anchors (800 S. 430 W.)	Expires 12/07/13
▫ Valley Station Ph1 (Pads A-F)	Expires 12/22/13
▫ Red Ledges - Ph1C (2000 S. Ctr)	Expires 01/26/14
▫ Red Ledges - Ph1D (2000 S. Ctr)	Expires 01/26/14
▫ Red Ledges - Ph2B (607 N. Haystack Mtn Dr.)	Expires 11/02/14

*Warranty is extended until outstanding issues are resolved.

**Reduced warranty period. Schedule warranty walk thru in Aug 2012.

OTHER HIGHLIGHTS

Training: Crack Seal Seminar

MEMORANDUM

To: City Council
Cc: Mark Anderson
From: Karen Tozier
Subject: April Monthly Report
Date: April 29, 2013

The following is a synopsis of the April 11, 2013, Planning Commission Meeting:

- **Michael Green requests Subdivision Final Approval for the Green Condominiums located at 35 South and 45 South Main Street**

The Commission unanimously recommended approval of the proposed condominium plat contingent upon the Petitioner meeting all the requirements of staff.

- **Blake Allen requests a Lot Split Amendment of property located at 494 East Center Street, also known as the Clyde Property**

The Commission unanimously recommended approval of the subdivision contingent upon a deed restriction being recorded for future curb, gutter, sidewalk, and asphalt improvements along the frontage of 500 East, water rights being turned over to the City in an amount determined by the City Engineer, water, and sewer, and irrigation laterals constructed along Center Street, and a sidewalk constructed along Center Street and aligned with the sidewalk to the east contingent upon it meeting the requirements of the staff and city engineer.

Administrative Items:

Commissioner Thurber asked if there was any news on someone being appointed as the Planning Commission alternate. Anthony Kohler reported on recent discussions with Wasatch County, Summit County, and Park City regarding affordable housing. There was also brief discussion on changes in the legislature that will affect land use statutes; the notification requirements for zoning map amendments have changed. Bart Mumford spoke about upcoming projects and indicated that money is being allocated to look at the environmental and traffic issues associated with trucks coming out of the Uintah Basin from the oil shale industry; the environmental issues involved with a potential pipeline are also being looked at.

The following Business Licenses were approved this month:

Heber City Corporation
Business License Register - April 2013

Business Name	Type of License	License Description	Start Date	End Date	Renewed Date
Adrenaline RC Hobbies	Non food vendor at Event	Vendor at Ultimate Outdoor Expo	4/19/2013	4/21/2013	
Bella Ella Boutique	Non food vendor at Event	Vendor at Ultimate Outdoor Expo	4/19/2013	4/21/2013	4/18/2013
Cleaning Maintenance Services	Service (Professional Licensing not required)	Lawn care, handyman repairs	4/15/2013	12/31/2013	4/15/2013
Cooke Bay Adventures	Non food vendor at Event	Vendor at Ultimate Outdoor Expo	4/19/2013	4/21/2013	
Daniels RV Rental LLC	Home Occupation License	RV Rental	4/17/2013	12/31/2013	4/17/2013
Doc Warners Enterprises, Inc	Non food vendor at Event	Vendor at Ultimate Outdoor Expo	4/19/2013	4/21/2013	4/18/2013
Food Storage Chef	Non food vendor at Event	Vendor at Ultimate Outdoor Expo	4/19/2013	4/21/2013	4/17/2013
Heber Valley Community Counseling	Mental Health	Mental Health & Substance Abuse Counseling	4/1/2013	12/31/2013	3/19/2013
HotRod Knives	Non food vendor at Event	Vendor at Ultimate Outdoor Expo	4/19/2013	4/21/2013	
Mule Deer Foundation	Non food vendor at Event	Vendor at Ultimate Outdoor Expo	4/19/2013	4/21/2013	
Quilting Creations	Home Occupation License	Machine quilting and design patterns	4/26/2013	12/31/2013	4/29/2013
Safari Club International	Non food vendor at Event	Vendor at Ultimate Outdoor Expo	4/19/2013	4/21/2013	
Sears Home Services	Non food vendor at Event	Vendor at Ultimate Outdoor Expo	4/19/2013	4/21/2013	
Sportsmen For Fish & Wildlife	Non food vendor at Event	Vendor at Wasatch County Event	4/19/2013	4/21/2013	
Stonybrook Fly Fishing Consultants	Home Occupation License	Fly Fishing Guide	4/26/2013	12/31/2013	4/25/2013
Take A Break Sosa & Billiard	Non food vendor at Event	Vendor at Ultimate Outdoor Expo	4/19/2013	4/21/2013	
Utah Ducks Unlimited	Non food vendor at Event	Vendor at Ultimate Outdoor Expo	4/19/2013	4/21/2013	
Wasatch Dance Center SKTuTu Run	Fundraiser	Fundraiser Fun Run	4/27/2013	4/27/2013	4/22/2013